

## 11.2 INTERIM REEXAMINATION

An interim recertification occurs when there are certain changes to a family's income or other circumstances between annual recertifications. Depending on the change, the interim recertification may be a mandatory interim change or may be an optional interim change.

### Mandatory Reporting:

A participant is required to report the following changes to the WHA between regular annual reexaminations:

1. Changes in the family composition;
2. A family member that previously reported not receiving any income begins to receive income from any source;
3. A household member has been added to the family as a result of birth, adoption, court ordered custody, marriage and an approved addition to the lease request.

All mandatory changes must be reported to the WHA within ten (10) days of the occurrence. Failure to report increases in household income will result in retroactive repayment agreements. In the most severe circumstances, the WHA may consider termination of the tenant's lease or program participation.

Increases in household income from a family member, resulting in an increased rent share, will be effective the first day of the month following the issuance of a 30-day notice of rent share increase by the WHA.

### Optional Reporting:

A participant may report the following change to the WHA between regular reexaminations:

1. A reduction in household income\*;
2. A family member with current income who experiences additional or increased income. (Families under the FSS Program may benefit from reporting the additional or increased income that may affect their escrow.)

\*HUD prohibits housing authorities from conducting an interim re-exam when a family reports a loss of welfare benefits due to fraud or failure to participate in a self-sufficiency or work activity.

Decreases in household income or composition, if reported, may result in a lower rent share payment for the month following the reported change.