

## COMMUNITY SERVICE

### A. REQUIREMENT

Each adult resident of the HACNLV shall:

Contribute 8 hours per month of community service (not including political activities) within the community in which that adult resides; or

Participate in an economic self-sufficiency program (defined below) for 8 hours per month.

An individual may not skip a month and then double up the following month, unless special circumstances warrant it. HACNLV will make the determination of whether to permit a deviation from the schedule.

Individuals who have special circumstances which they believe will prevent them from completing the required community service hours for a given month, must notify HACNLV in writing immediately. HACNLV will review the request and notify the individual, in writing, of its determination within 10 calendar days. HACNLV may require those individuals to provide documentation to support their claim.

### B. EXEMPTIONS

The HACNLV shall provide an exemption from the community service requirement for any individual who:

Is a family that is currently participating and is in compliance with the Public Housing Family Self-Sufficiency Program.

Is 62 years of age or older;

Is a blind or disabled individual, as defined under section 216[i][1] or 1614 of the Social Security Act, and who is unable to comply with this section, or is a primary caretaker of such individual;

Is engaged in a work activity as defined in section 407[d] of the Social Security Act; HACNLV will consider 20 hours per week as the minimum number of hours needed to qualify for a work activity exemption;

Meets the requirements for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act, or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program; or

Is in a family receiving assistance under a State program funded under part A of title IV

of the Social Security Act, or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such program.

The HACNLV will re-verify exemption status annually except in the case of an individual who is 62 years of age or older.

The HACNLV will permit residents to change exemption status during the year if status changes.

### **C. DEFINITION OF ECONOMIC SELF-SUFFICIENCY PROGRAM**

For purposes of satisfying the community service requirement, participating in an economic self-sufficiency program is defined, in addition to the exemption definitions described above, by one of the following:

Participating in the Family Self-Sufficiency Program and being current in the steps outlined in the Individual Training and Services Plan;

Participating in an educational or vocational training program designed to lead to employment, at least 30 hours per week;

Activities administered through Help of Southern Nevada (HELP).

### **D. ANNUAL DETERMINATIONS**

Requirement – For each public housing resident subject to the requirement of community service, the HACNLV shall, 90 days before the expiration of each lease term **or effective date of recertification**, review and determine the compliance of the resident with the community service requirement.

Such determination shall be made in accordance with the principles of due process and on a nondiscriminatory basis.

If HACNLV has reasonable cause to believe that the certification provided by the family is false or fraudulent, HACNLV has the right to require third-party verification.

### **E. NONCOMPLIANCE**

If the HACNLV determines there is a family member who is subject to the community service requirement and has not complied with the requirement, the HACNLV shall notify the resident of such noncompliance, and that:

The determination of noncompliance is subject to the administrative grievance procedure under the HACNLV's Grievance Procedures; and

Unless the resident enters into an agreement to comply with the community service requirement, the resident's lease will not be renewed, and

The HACNLV may not renew or extend the resident's lease upon expiration of the lease term and shall take such action as is necessary to terminate the tenancy of the household, unless the HACNLV enters into an agreement, before the expiration of the lease term, with the resident providing for the resident to cure any noncompliance with the community service requirement, by participating in an economic self-sufficiency program for or contributing to community service as many additional hours as the resident needs to comply in the aggregate with such requirement over the 12-month term of the lease.

### **Continued Non-compliance**

If, after the 12 month cure period, the family member is still not compliant, HACNLV must terminate tenancy of the entire family, according to HACNLV's lease, unless the family provides documentation that the non-compliant family member no longer resides in the unit.

If the family reports that a non-compliant family member is no longer residing in the unit, the family must provide documentation that the family member has actually vacated the unit before HACNLV will agree to continued occupancy of the family. Documentation must consist of a certification signed by the head of household as well as evidence of the current address of the non-compliant family member that previously resided with them.

If the family does not request a grievance hearing, or provide such documentation within the required 10 calendar day timeframe, the family's lease and tenancy will automatically terminate at the end of the current lease term without further notice.

### **Ineligibility for Occupancy for Noncompliance**

The HACNLV shall not renew or extend any lease, or provide any new lease, for a dwelling unit for any household that includes an adult member who was subject to the community service requirement and failed to comply with the requirement.

### **F. HACNLV RESPONSIBILITY**

The HACNLV will ensure that all community service programs are accessible for persons with disabilities.

The HACNLV will ensure that:

The conditions under which the work is to be performed are not hazardous;

The work is not labor that would be performed by the HACNLV's employees responsible for essential maintenance and property services; or

The work is not otherwise unacceptable.

**G. HACNLV IMPLEMENTATION OF COMMUNITY SERVICE REQUIREMENT**

HACNLV will provide the family with a copy of the Community Service Policy found in Exhibit 14-1 of this chapter, at lease-up, lease renewal, when a family member is determined to be subject to the community service requirement during the lease term, and at any time upon the family's request.

**H. ELIGIBLE COMMUNITY SERVICE REQUIREMENTS**

All community service performed will be verified by acceptable third part verification and may include:

Community Service with a Certified Resident Council, on site resident Service contractor.

Volunteering in community activities, such as clean up, graffiti removal, painting, neighborhood reduction of criminal activity such as resident patrol and neighborhood watch programs.

Community service with faith based organizations

Any other community service organization that is pre approved by HACNLV

Public educational facility.