

Higher Occupancy Homes (HOH) Policy – Effective July 1, 2020

The Higher Occupancy Homes (HOH) policy provides additional funds to renovate homes with a minimum of 4 bedrooms and 1,100 sq ft and provides priority in matching to Home Swap program participants with a family size of 5 or greater.

HOH Eligibility

To be eligible for HOH priority in matching, a Home Swap participant must show the household has 5 or more members living at the home through proofs of residency at the Exchange-Eligible home for each household member. Only members of the household who will be moving to the new home and who are currently living in the household are eligible to be counted.

Each adult 18 & over must provide one of the following unexpired IDs with the Exchange-Eligible home address:

- Michigan Driver's License
- Michigan State ID
- Detroit ID
- Consular ID

If the ID was renewed within 3 months of requesting eligibility or if the family size previously reported to BNP is different from what is stated when requesting HOH eligibility, additional proofs may be requested (e.g., expired ID at the address, recurring mail with the person's name at the address).

Affidavit of HOH Eligibility - All eligible adults will be required to sign this form affirming the Exchange-Eligible home as their primary residence and that they plan to move with the household if a swap agreement is signed.

Each child under the age of 18 must provide one of the following dated within 12 months of the date eligibility is requested with information indicating the child's name, age or birthdate, and address at the BNP home:

- Documentation from a school (e.g., report card)
- Letter from a state or federal agency (e.g., Medicaid, Bridge Card)
- Letter from a medical professional or medical institution

Other documents may be deemed acceptable at the discretion of BNP staff. HOH eligibility will be reviewed annually at the time of the Delray Score annual review.

At the time of matching to a HOH designated home, the deed holders will be required to sign an **Affidavit of HOH Continued Eligibility** form affirming their household's continued eligibility for the program.

Match Process

Homes in this program will be designated as such on the Home Listings page of the BNP website. When first listed, the homes will have a 10-day hold per BNP's home listing process. At the end of the 10-day hold, PAs will be evaluated in the following groupings:

Group 1) HOH-eligible Match Ready participants

Group 2) Non-HOH-eligible Match Ready participants

The Match Ready participant in Group 1 with the highest Delray Score will be matched to the home. If no participants are in Group 1, the Match Ready participant from Group 2 with the highest Delray Score will be matched to the home.

If no PAs are submitted during the 10-day period, the home will be matched first-come, first-served. If multiple PAs are submitted on the same day, the PA from Group 1 (HOH-eligible) with the highest Delray score will be matched; if no PAs from Group 1 are submitted, then the PA from Group 2 with the highest Delray score will be matched.

During the first month that HOH homes are introduced (July 2020), BNP staff will evaluate all Match Ready participants who submit a swap agreement to determine if they are eligible for HOH homes. After the first month, participants will be expected to have obtained HOH eligibility prior to submitting a purchase agreement.

(The 10-day hold period may be extended for all newly listed homes to account for holidays or the start or end dates falling on or near a weekend or during office closures. Extensions are always listed on the home listing.)

All **Non-HOH homes** will remain available to all match-ready families; families of any size can submit a purchase agreement.

Higher Occupancy Homes - FAQ

1. What is a **Multi-Family Housing target area** or the **Strategic Neighborhood Fund area**?

ANSWER: These are areas of Detroit that have been targeted by the City of Detroit for investment in housing, commercial corridors, and public infrastructure.

2. Is the HOH eligibility based on the number of people living in the home **currently** or based on the number living in the home as of 6/23/17?

ANSWER: HOH **eligibility is based on the number of people living in the home currently**. Overall Home Swap program eligibility is based on occupancy of the home as of 6/23/17.

3. If there are 7 people, but I only have proofs for 5, is that enough to become HOH eligible?

ANSWER: Yes, **proof of 5 household members is enough**.

4. Can a family get extra priority for a larger home if there are 7 or 10 people in the home?

ANSWER: No. **HOH eligible households of 5 or more people** that submitted purchase agreements will be evaluated together. Priority for matching will be based on the Delray scores of the households within the group.

5. What if someone can't get their state ID renewed?

ANSWER: BNP will follow the governor's executive orders. IDs that expired between February 1 and June 30 are considered valid through 7/31/20 per the governor's executive order.

6. What happens **if an eligible family size decreases**?

ANSWER: If the household size decreases below 5 people, the participating household will need to advise BNP and will no longer qualify for priority for the Higher Occupancy Homes. An affidavit affirming the family size must be signed by the homeowner(s) at the time of finalizing a match to a home.

7. If I have a **2-family flat and there are tenants in my other flat who are part of my family**, can I count them toward my household numbers?

ANSWER: Tenants may be counted only if they plan to move with you to your new single family home.

8. Are letters from private insurers or tax filings acceptable as **proofs of residency**?

ANSWER: No, these are not acceptable because these do not document residency.

9. Will there be **HOH model homes**?

ANSWER: There may be model homes if suitable homes that meet this criteria are identified. There is no plan to provide model homes in Springwells / Central Southwest Detroit given the high demand for homes in this area.