Procedure for Good Cause for Refusal of a Public Housing or
Project-based Voucher Unit Offer

General

This procedure describes the situations in which an applicant’s refusal of a unit offer will not result in the applicant’s being removed from the waiting list.

**Procedure Applicability**

This procedure is applicable to offers made to applicants from the waiting list, and to transfer offers.

**Good Cause for Applicant Refusal of Unit Offer**

PHA will not remove an applicant from the waiting list or transfer list for refusing a unit offer if the applicant cannot move at the time of the offer and presents verification (“good cause”) that acceptance of the offer of a suitable vacancy will result in undue hardship not related to considerations of race, color, sex, religion or national origin.

1. Examples of “good cause” for refusal of an offer of housing are
2. The apartment is not ready for move-in at the time of the offer of housing. “Ready for move-in” means the apartment has no Housing Quality Standard/UPCS deficiencies and is broom clean.
3. The apartment is not accessible to source of employment, education or job training, children’s day care, or educational program for children with disabilities[[1]](#footnote-1), so that accepting the apartment offer would require the adult household member to quit a job, drop out of an educational institution or job training program, or take a child out of day care or an educational program for children with disabilities.
4. The family demonstrates that accepting the offer will place a family member’s life, health or safety in jeopardy. The family must provide specific and compelling documentation such as restraining orders, other court orders, or risk assessments from a law enforcement agency[[2]](#footnote-2).
5. The offer is made to achieve deconcentration of poverty in compliance with 24 CFR § 903.2 and the family does not want to accept the deconcentration offer.
6. A health professional verifies temporary hospitalization or recovery from illness of the principal household member, other household members (each as listed on final application) or live-in aide necessary to the care of the principal household member.
7. The apartment has lead paint and the family has children under the age of seven.
8. The apartment is inappropriate for the applicant’s disabilities.
9. The apartment has accessible features the family does not need and the family does not want to be subject to a 30-day notice to move.
10. An elderly or disabled family makes the decision not to occupy or accept occupancy in designated housing.
11. PHA has site-based waiting lists and the offer is not for one of the areas the applicant has selected.
12. If good cause is verified, the refusal of the offer shall not require that the applicant be removed from the waiting list. Nor will the good cause refusal affect the applicant’s date and time of application.
13. PHA will maintain a record of units offered, including location, date, and circumstances of each offer, and each acceptance or refusal, including the reason for the refusal.
1. If the applicant has a child participating in such a program. [↑](#footnote-ref-1)
2. Reasons offered must be specific to the family. Refusals due to location alone do not qualify for this good cause exemption [↑](#footnote-ref-2)