

PUBLIC HOUSING AGENCY OF THE CITY OF SAINT PAUL

REPORT TO COMMISSIONERS

FROM JON M. GUTZMANN
EXECUTIVE DIRECTOR

REGARDING Enterprise Income Verification (EIV)
Use and Security Policy for
HUD Multifamily/PBRA Housing

DATE November 27, 2019

Staff recommends the Board adopt Resolution No. 19-11/27-02 approving the attached Enterprise Income Verification (EIV) Use and Security Policy which is required by HUD's Multifamily Division for agencies administering Project-Based Rental Assistance (PBRA).

The policy describes how staff will use the EIV information and includes training and security measures designed to protect the privacy of the data. The recommended policy closely follows a draft model policy provided by Ross Business Development Inc. (RBD), a leading consultant to the multifamily industry. Staff and the PHA's legal counsel adapted the model language to mirror the Agency's policies and procedures.

PHA staff have used HUD's online EIV system for almost ten years to verify the sources and amounts of income received by public housing residents and Housing Choice Voucher (HCV) participants. The Admission and Occupancy Policies for the Public Housing and HCV programs describe how and when staff utilize EIV data. However, HUD's Multifamily program requires agencies to adopt a more specific set of policies, with more stringent training and oversight requirements. The recommended policy has been drafted to satisfy those requirements.

LTS/SDW/KNG/CB/LF/FAH

Attachment: Resolution No. 19-11/27-02
Enterprise Income Verification (EIV) Use and Security Policy for HUD
Multifamily/PBRA Housing