



# COMMUNITY SERVICES MEMORANDUM

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Date: January 20, 2026  
From: Karen Mofford, Housing Administrator  
Subject: 2026 Housing Admin Plan & ACOP Changes

Each year, the Department of Housing and Urban Development requires the city to adopt changes to its Agency Plan. Included in this plan are the policy documents that govern the two programs administered by the Glendale Housing Authority. The documents include the Admissions and Continued Occupancy Policy (Conventional Public Housing Program) and the Housing Choice Voucher Administrative Plan (Housing Choice Voucher Program).

The plan changes to be effective July 1, 2026, include minor changes. Both plans can be found on the city's website: [www.glendaleaz.gov/live/cityservices/communityservices/strategic Plans & Reports](http://www.glendaleaz.gov/live/cityservices/communityservices/strategicPlans&Reports)

## **Summary of Changes**

### **Housing Choice Voucher Administrative Plan**

- Chapter 16 Annual Re-Examination  
Glendale Housing Authority must examine the income and household composition of Housing Choice Voucher families at lease annually. The results of the re-examination will be used to determine: (1) the rent the family will pay, and (2) whether the family subsidy is correct based on the family unit size.

#### 16.1 Changes in income between annual re-examinations

Families are required to report changes in income during the annual re-examination process. GHA will require an interim re-examination at any other times there is an increase or a decrease in family income.

### **Conventional Public Housing-Admissions and Continued Occupancy Policy (ACOP)**

- Chapter 16.0 Annual Re-Examination  
Glendale Housing Authority must examine the income and household composition of Public Housing families at lease annually. The results of the re-examination will be used to determine: (1) the rent the family will pay and (2) whether the family subsidy is correct based on family unit size.

#### 16.1 Changes in income between annual re-examinations

Families are required to report changes in income during the annual re-examination process. GHA will require an interim re-examination at any other times there is an increase or decrease in family income.

