


Commonwealth of Massachusetts
**DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT**

Charles D. Baker, Governor ♦ Karyn E. Polito, Lt. Governor ♦ Janelle L. Chan, Undersecretary

AHVP Program Notice 2019-1

To: Alternative Housing Voucher Program (AHVP) Issuing Administering Agencies
From: Brendan Goodwin, Director, Bureau of Rental Assistance 
Subject: AHVP Application and Procedures
Date: April 25, 2019
cc: Stephanie Kan, AHVP & DMHRSP Coordinator
Cecilia Woodworth, Assistant Director of State Programs

CHAMP

On 4/10/2019, DHCD launched the internet based, state-wide public housing application and centralized waitlist system known as CHAMP to the public. CHAMP replaces the "Universal Standard Application for State-Aided Public Housing, MRVP, and AHVP" and the "Universal Emergency Application for State-Aided Public Housing."

Applicants cannot apply for the Alternative Housing Voucher Program (AHVP) through CHAMP at this time. DHCD is actively working to add this feature to CHAMP.

760 CMR 5.00

With the launch of CHAMP, DHCD has revised 760 CMR 5.00. 760 CMR 5.00 governs eligibility and selection criteria for state-aided public housing and, in conjunction with 760 CMR 53.00, AHVP.

Since CHAMP does not yet cover AHVP, all references to Statewide Online Application System in 760 CMR 5.00 are waived in the administration of AHVP.

Effective immediately on 4/25/2019, all other revisions to 760 CMR 5.00 are applicable to AHVP.

The key changes in 760 CMR 5.00 are:

- An applicant no longer has to provide verification of eligibility for any priority and/or preference at the time of application to be given that priority and/or preference on the waiting list. The applicant can self-certify on the new "Application for Alternative Housing Voucher Program (AHVP)" that they qualify for a priority and/or preference and be placed appropriately on the AA's waiting list.
- The AA shall make a final determination of an applicant's eligibility for a priority and preference when the applicant approaches the top of a waiting list (instead of at the time of application).

- The “DHCD Housing Situation Priority Policy,” previously referred to as the “Emergency Case Plan”, shall be posted at all times on DHCD’s website (<https://www.mass.gov/guides/how-to-apply-for-public-housing>) and in the AA's administrative office where applications are received and shall be a public record. (Although renamed, **it is important to note that there are no substantive changes between the previous “Emergency Case Plan” and the new “Housing Situation Priority Policy.”** The verification required for priorities under the “Housing Situation Priority Policy” also has not changed).
- In determining qualification the AA shall check Criminal Offender Record Information (CORI) and Sex Offender Registration Information (SORI) and make reasonable efforts to check available records of out-of-state criminal convictions.

Application for Alternative Housing Voucher Program

Until CHAMP is available for application to AHVP, effective immediately on 4/25/2019, the “Application for Alternative Housing Voucher Program (AHVP)” shall be given to all applicants to AHVP. The “Application for Alternative Housing Voucher Program (AHVP)” is attached to this memo and can be found online at the AHVP webpage at <https://www.mass.gov/service-details/alternative-housing-voucher-program-ahvp>.

On that AHVP webpage, DHCD will make the application available in English, Haitian Creole, Khmer, Portuguese, Spanish, Russian, and Vietnamese (Simplified Chinese available soon).

Effective immediately on 4/25/2019, the “Universal Standard Application for State-Aided Public Housing, MRVP, and AHVP” and the “Universal Emergency Application for State-Aided Public Housing, MRVP, and AHVP” shall not be given to potential applicants for AHVP.

AAs shall not require applicants to complete the new “Application for Alternative Housing Voucher Program (AHVP)” if they have already completed the prior “Universal Standard Application for State-Aided Public Housing, MRVP, and AHVP” and “Universal Emergency Application for State-Aided Public Housing.” The goal of this guidance is to not create additional paperwork for applicants.

Additional Questions

Please contact Stephanie Kan, AHVP & DMHRSP Coordinator, at Stephanie.Kan@mass.gov or 617-573-1222 with any questions or concerns.