ASHEVILLE HOUSING AUTHORITY
WORK REQUIREMENT ACKNOWLEDGMENT & AGREEMENT

Head of Household Name: _____

Work Requirement Policy

Beginning June 1, 2026, Asheville Housing will implement a Work Requirement for eligible households.

All **eligible household members age 18 and older** must participate in work-related activities for a minimum of **15 hours per week per eligible household member**.

Qualifying activities may include, but are not limited to:

- Employment (full-time or part-time)
- Job training or workforce programs
- GED classes or school
- College or certification programs
- Approved volunteer or self-sufficiency activities

Exemptions

The Work Requirement will **not apply** to households where one or more of the following conditions exist:

1. The Head of Household qualifies as **elderly or disabled** under HUD definitions.
2. The Head of Household is the **primary caretaker of a child under age six**.
    - Adults classified as full-time students may request an exemption.
3. The household participates in a **Special-Purpose Voucher Program**, including:
    - HUD-VASH
    - Emergency Housing Vouchers (EHV)
    - Mainstream Vouchers
    - Non-Elderly Disabled (NED)
    - Homeownership programs
4. The household is currently participating in the **STRD Study** (Stepped or Standard Rent Groups).

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Compliance & Action Period

- Each eligible household member must independently meet the **15-hour per week requirement** unless exempt.
- Households in which one or more eligible members do not meet the requirement will be placed in a **three (3) month Action Period**.
- During this time, the non-compliant member(s) must obtain and report qualifying employment or approved activities.
- Failure of any required household member to comply by the end of the Action Period may result in **termination of housing assistance**, with proper notice.

Extensions:
Extensions to the Action Period may be granted if the household:

- Enrolls in the **Family Self-Sufficiency (FSS) Program**, or
- Actively engages with **Residence Services or similar support organizations**

Advance Notice

- In **June 2026**, non-exempt households currently reporting fewer than 15 hours per week **per eligible household member** will receive written notice.
- This notice will inform the household of:
    - Current non-compliance status
    - Which household member(s) are not meeting the requirement
    - Available resources and options
    - The upcoming **Action Period start date**

Please note that the June 1st, 2026 effective date only applies to new residents of the Housing Authority of the City of Asheville. Current residents will be subject to the work requirement beginning on January 1st, 2027.

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Individual Household Member Acknowledgment (Required for Each Eligible Member Age 18+

Each eligible household member must complete and sign below individually.

I acknowledge and agree that:

- I have read and understand the Asheville Housing Authority Work Requirement policy.
- I am required to meet **at least 15 hours per week** of qualifying activities unless I am approved for an exemption.
- I understand the consequences of non-compliance, including the Action Period and possible termination of assistance for the household.
- I agree to provide verification of my participation upon request.

Household Member Name (Print)	Signature	Date	Exemption Requested (Y/N)

Head of Household Certification

By signing below, I certify that all listed household members have been informed of this requirement and understand their individual responsibilities.

Head of Household Signature: _____
Date: _____

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