

SEMAP

Section Eight Management Assessment Program

PURPOSE

- Measure the performance of a PHA's HCV program
- Objective measure to insure program integrity and accountability
- Identify PHA management capabilities and deficiencies

REPORTING

- PHAs have 60 days after their FYE to submit their SEMAP certification
- PHAs with >250 vouchers submit annually
- [Form HUD-52648](#) is used for submission
- SEMAP measures 14 indicators, plus one optional bonus indicator for PHAs in a Metropolitan FMR area.

SCORES

High Performer: Scores of at least 90%

Standard: Scores of 60-89%

- 60-69% are considered "near troubled"

Troubled: Scores of less than 60%

- 0 on any indicator must be corrected within 45 days with a written report
- Failure to submit results in Troubled rating
- HUD will perform onsite reviews of PHA with Troubled rating, PHA must submit Corrective Action Plan within 30 calendar days of review results

REMINDERS

- If PHA has not reported at least 85% of its program participation to MTCS, any indicator for which HUD verifies performance using MCTS data will be rated zero
- 5 indicators require a Quality Control Sample, required sample size is based on the "universe" of total files
- Payment standards must be "rounded in" when calculated, rounding up could result in being over allowable range

RESOURCES

[PIH Notice 2005-33 \(HA\)](#) Reissuance of Section Eight Management Assessment Program (SEMAP) Guidance to HUD Field Offices Assisting SEMAP Troubled, Near-Troubled and Non-Troubled PHAs

[PIH Notice 2001-6 \(HA\)](#) (Adobe PDF, 37 pages) Guidance for HUD Field Offices to conduct annual Section 8 Management Assessment Program (SEMAP) assessments.

[24 CFR 985](#)

Section 8 Management Assessment Program (SEMAP) Program regulations.

[SEMAP Training for PHA Staff - HUD Exchange](#)

SEMAP Indicators

Indicator	Performance	Points
1. Selection from Waitlist*	Written policy, Demonstrate 98% of families selected in accordance with policy	At least 98% = 15 points <98% = 0pts
2. Rent Reasonableness*	PHA has adequate written method and completes rent reasonableness determinations when required	At least 98% = 20 points <98% = 0pts
3. Determination of Adjusted Income*	Calculated correctly at admission and reexamination; Proper verification, accurate allowance calculations, use of appropriate utility allowances	At least 90% = 20 points 80-89% = 15 points <80% = 0 points
4. Utility Allowance Schedule	Review of rates annually and if rates change >10%	Compliance = 5 points
5. HQS Quality Control Inspections*	Re-inspection of units to ensure compliance and consistency among inspection staff (within 3 months, by Supv or qualified staff, cross-section)	If all sample criteria met – 5 points
6. HQS Enforcement*	For at least 98% of sample: life-threatening deficiencies corrected within 24 hours, non-life threatening within 30 days OR HAP abated 1 st of month following correction period	If all sample criteria met – 10 points
7. Expanding Housing Opportunities	Written policy that shows PHA has taken action to encourage participation in low poverty areas or areas with low concentration of minorities (only applies to Metropolitan FMR area PHA)	If all criteria met – 5 points
8. FMR Limit & Payment Standards	PHA payment standards between 90-110% of FMR, unless approved by HUD	If within approved range – 5 points
9. Timely Annual Reexaminations	Based on 50058 records uploaded and accepted	<5% more than 2 months overdue = 10 points 5-10% overdue = 5 points >10% over 2 months overdue = 0 points
10. Correct Tenant Rent Calculations	Related to #3, 98% must be correct	2% or fewer incorrect = 5 points > 2% incorrect = 0 points
11. Pre-Contract HQS Inspections	Prior to lease up and HAP execution, includes initial and turnover for PBV	98-100% within required time period = 5 points >98% = 0 points
12. Annual HQS Inspections	Annual completed every 12 months or biennial every 2 yrs	5/0 Same as #9
13. Lease Up	% of units leased against ACC unit allocation OR \$ spent against budget allocation	98%+ = 20 points 95-97% = 15 points
14. FSS Enrollment & Escrow	2 components: Required # of families in the program, % of FSS participants with escrows	80% slots w/30% escrow = 10pts 60-79% w/30% = 8pts 60-79% with <30% = 3pts
Deconcentration Bonus (Optional)	PHA must meet 1 of 3 criteria to qualify, PHA must respond to questions using data from its system of record about participant moves and census tracts.	If data submitted supports requirements are met - 5 points

* These 5 Indicators require a Quality Control Sample