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March 16, 2020

To: Housing Choice Voucher L

From: Michael G. Wong, Executive Director, Harrisonburg Redevelopment and Housing Authority

RE: COVID-19

Please accept my sincere thanks and appreciation for your participation with the Housing Choice Voucher program and for your involvement in housing some of our community's most vulnerable individuals. We are currently providing housing to over 830 families and individuals, which is the highest amount of persons ever served in the history of the Authority. We could not achieve this success without your partnership.

Due to the highly medical vulnerable population we serve, and concerns about health and safety for all, effective **immediately**, the Harrisonburg Redevelopment and Housing Authority will be implementing distancing measures. All offices and lobby areas will be closed for public access with the exception of drop off or pick up services. Staff will continue to be available by email, telephone, and mail.

We anticipate that due to the potential of an economic shutdown, a number of Housing Choice Voucher program participants will encounter reduced wage earnings, resulting in the need for interims and rent adjustments. We will be allowing program participants additional time to report employment changes, and accepting changes online, via email, fax, and phone, and on paper.

Our ability to make the rent changes within our normal time standards may be impacted as we transition into this new phase of business operation. We ask in advance your patience and assistance in our ability to respond in a timely manner. We are committed to being responsive, proactive, and fulfilling our rent obligations. If an error occurs in one month with our rent payments, we will correct the following month.

We ask for your patience and flexibility, in the hopes that low-income families and individuals will not be penalized for these extraordinary circumstances that are beyond anyone's control.

Please feel free to contact me if you have any questions or concerns at <a href="www.harrisonburgrha.com">wongway@harrisonburgrha.com</a> or Liz Webb, Housing Choice Voucher Manager at <a href="liz@harrisonburgrha.com">liz@harrisonburgrha.com</a>. Additional information concerning CORVID-19 is available at our website <a href="www.harrisonburgrha.com">www.harrisonburgrha.com</a>