



**U. S. Department of Housing and Urban Development**

New York/New Jersey Office  
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**MEMORANDUM NO:**

2006-NY-1801

May 19, 2006

**MEMORANDUM FOR:** Joan K. Spilman, Director, Public Housing Division, 2CPH

*Edgar Moore*

**FROM:** Edgar Moore, Regional Inspector General for Audit, 2AGA

**SUBJECT:** Section 8 Housing Choice Voucher Program  
Rochester Housing Authority  
Rochester, New York

**INTRODUCTION**

We completed an audit survey of the Rochester Housing Authority's (Authority) Section 8 Housing Choice Voucher program. The review focused on the Authority's management controls and procedures regarding the administration of its Section 8 program. The objectives of our review were to determine whether the Authority's (1) admission policies complied with U.S. Department of Housing and Urban Development (HUD) requirements, (2) initial application and recertification information was properly verified, (3) rental assistance payments were calculated properly, and (4) units met housing quality standards.

Our review disclosed that additional audit coverage is not warranted.

**METHODOLOGY AND SCOPE**

We performed our on-site work at the Authority and the HUD Buffalo field office. The review covered the period between October 1, 2003, and February 28, 2006. Our on-site survey work was conducted between February and April 2006.

To accomplish our objectives, we interviewed members of HUD's staff and employees of the Authority. We reviewed applicable HUD regulations and program records maintained at HUD and at the Authority. We statistically sampled 20 tenant files for our review of various housing authority files and documents including the audited financial statements, minutes from board meetings, and HUD correspondence. In addition, we evaluated the Authority's internal controls and conducted inspections on a sample of five units to determine compliance with housing quality standards.

**BACKGROUND**

The Authority has 31 public housing developments with 2,495 total units. In addition, it administers a Section 8 program consisting of 7,056 vouchers. The Authority has been authorized almost \$23.8 million for its Section 8 program, of which more than \$18.4 million was disbursed during fiscal year 2006. The Section 8 program's waiting list consists of 1,835 applicants.

**RESULTS OF REVIEW**

The results of our review show that the Authority is generally administering its Section 8 Housing Choice Voucher program in accordance with program requirements. We found that for the items tested, the Authority's admission policies complied with HUD requirements, its initial application and recertification information was properly verified, rental assistance payment calculations were accurate and supported by the information in the files, and units tested met HUD's housing quality standards.

Should you or your staff have any questions, please contact Karen Campbell, Assistant Regional Inspector General for Audit, at (212) 542-7977.