

INFORMATION PAPER

SUBJECT: Move-In Housing Allowance (MIHA)

1. PURPOSE. To inform commands about soldiers' entitlements to MIHA and the rules governing MIHA.

2. BOTTOM LINE. MIHA is a housing allowance for those who qualify under the Joint Federal Travel Regulation (JFTR). The Housing Office within each community is the approval authority for payment of MIHA.

3. DISCUSSION.

a. The purpose of MIHA is to reimburse soldiers for costs associated with occupying privately leased/owned quarters covered by the Overseas Housing Allowance (OHA) program. Generally, soldiers entitled to OHA are entitled to MIHA. To be entitled to MIHA, soldiers must be eligible for OHA. Still, the entitlement to OHA does not guarantee the entitlement to MIHA.

b. Soldiers are not entitled to MIHA in the following circumstances:

(1) When moving into Government-controlled quarters. However, if a soldier is entitled to a government-funded move to private rental housing but chooses to execute the move at personal expense, MIHA may be allowed provided the Commander issues a certificate stating the soldier's entitlement and verifies the soldier has waived his government-funded move entitlements.

(2) A soldier executes a PCS but remains in the same dwelling place (i.e., family remains at current station while the soldier moves to new duty station).

(3) A soldier relocates to private rental housing in preparation for separation or retirement from active duty.

c. There are three types of MIHA payments.

(1) MIHA/Miscellaneous is a *fixed-rate, lump-sum payment* which reflects average expenditures made by soldiers to make dwellings habitable. Items such as sinks, toilets, light fixtures, kitchen cabinets, door/window locks, and a refrigerator or stove are sometimes not provided in OCONUS dwellings. The amount of MIHA/Miscellaneous is dependent on location and reimburses soldiers for some of costs listed above. All soldiers entitled to MIHA shall receive MIHA/Miscellaneous. The Housing Office authorizes MIHA/Miscellaneous on DD Form 2367, Individual Housing Allowance Report, number 11a.

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(2) MIHA/Rent is an *actual expense* component covering reasonable rent-related expenses in total such as fixed, one-time, nonrefundable charges levied by the landlord, the landlord's agent, or a government which a soldier must pay before or upon occupying a dwelling place. Examples are real estate agent's fees, redecoration fees, and one-time lease taxes. Real estate agent fees, one-time lease taxes and restoration/redecoration fees may not be allowed where such fees are not customary. Advance rental payments, refundable deposits, and recurring costs are not covered. Homeowners are ineligible for MIHA/Rent. The maximum amount payable for MIHA/Rent is based on location. The Housing Office allows/disallows MIHA/Rent on DD Form 2556, MIHA Claim Form, Part B.

(3) MIHA/Security is an *actual expense* component covering reasonable security-related expenses for soldiers assigned to areas where dwellings must be modified to minimize exposure to terrorist/criminal threat. Examples of permissible items are security doors, bars, locks, lights, and alarm systems. Expenditures not related to the physical dwelling are not covered. To qualify for MIHA/Security, soldiers must be assigned to areas where dwellings **must** be modified to minimize exposure to terrorist and/or criminal threat. The maximum amount payable for MIHA/Rent is based on location. The Housing Office allows/disallows MIHA/Rent on DD Form 2556, MIHA Claim Form, Part B. Currently, Germany is not considered a threat area.

e. Claims for MIHA must be supported/accompanied by DD Form 2556 and/or DD Form 2367. Claims for MIHA/Rent and/or MIHA/Security will be rejected if appropriate receipts/documents are not provided. The authorizing/approving official has the authority to disallow excessive or unjustifiable expenses in part or in total. When an excessive or unjustifiable expense is disallowed, the Housing Office must provide an explanation on an attached sheet.

4. REFERENCE. Information regarding MIHA may be found in the JFTR on-line at <http://www.perdiem.osd.mil/>.

Approved: Mr. Stephen Bridges, Finance and Accounting Policy

Date: 25 October 2000