

FALL RIVER HOUSING AUTHORITY HOUSING CHOICE VOUCHER PROGRAM GENERAL OVERVIEW FOR OWNERS

The success of the HCV Program (Section 8) depends on the Fall River Housing Authority being able to contract with owners and property managers who have rental units. Participation in the Program is voluntary; and many low income families in our community rely on owners like you who are willing to participate in the program. In most communities, there is a shortage of affordable housing. The subsidy that comes with the Section 8 Program helps families to rent in a variety of neighborhoods. Participants include elderly and disabled persons as well as working families who do not earn enough money to keep up with the rising costs of the rental market.

The Fall River Housing Authority will provide guidance to the families and owners participating in the Section 8 Program. We will make every effort to make the program easy to understand. Do not hesitate to contact us if you have any questions.

As the owner/manager it is your responsibility to screen the families. The HA does a Criminal Record check, but we do not determine if the family will be a good renter, that is your job. You must comply with Fair Housing Laws. You must maintain the unit by making all necessary repairs as they arise. You must comply with the Housing Assistance Payment Contract (HAP). You must collect the rent due by the tenant monthly and enforce your lease as you would with a tenant who does not receive rental assistance.

The HA will approve the apartment. We will prepare a HAP Contract that you will sign with the FRHA and we will make the monthly housing assistance payments to you in a timely fashion (by the 5th business day of each month).

The family is responsible to comply with the terms of their lease with you. It is their responsibility to care for their apartment. The family must comply with their Family Obligations listed on their Housing Choice Voucher in order to keep their housing subsidy. You may collect a security deposit from the family.

Although the HA has determined a family eligible for the program, you must approve the family for the apartment. Once we have received the Request for Tenancy Approval (RTA) form, signed by you the landlord and the tenant, PHI Inspections will contact you to set up an appointment to conduct an inspection of the apartment. If the apartment does not pass our Housing Quality Standards (HQS), we will provide you with a list of the necessary repairs and you will have 30 days to make the repairs. Once the unit passes the inspection we will enter into a HAP Contract with you as the landlord. The family will enter into the lease agreement with you. If you do not have your own lease we can provide you with a sample lease. The HA will attach the HUD Lease Addendum to the lease. Once the HAP and leases are signed, the HA will make its initial payment to you. We will continue to make monthly payments to you as long as the family continues to remain on the Section 8 Program and the unit passes its bi-annual HQS Inspection.

After the initial term of the lease (1 year), you may increase the rent with a 60 day written notice to the family and the HA.

The family is obligated to pay the rent on time. Please make sure you go over the lease agreement with the family very carefully. The landlord/property manager is required to make repairs and provide routine maintenance, the family is responsible to keep all utilities in service for which they are responsible, the family is required to supply and maintain any appliances that are not provided by you such as the refrigerator, washer, dryer or air conditioner. The family is responsible for damages to the unit and premises beyond normal wear and tear. If the family does not adhere to these obligations their assistance may be terminated.

The HAP contract is a contract between you the owner and the HA. It runs concurrently with the lease and it terminates automatically when the lease terminates/expires. A HAP Contract may also end when a family's income increases to a point where there is no payment made to the owner on the family's behalf. The family may terminate tenancy after the initial lease term. After the initial lease period the family must give the owner and the HA a written 30-day notice or a notice in accordance with the lease prior to moving out.

During the term of the lease, the owner may terminate the tenancy for any serious and repeated violations in the lease, violations of Federal, State and Local Laws, or other good cause.

Many owners come to value the Section 8 Program. They appreciate the advantages of having a contracted monthly assistance payment where they know they will receive the HAP payment monthly. They like the fact the HA will inspect the unit bi-annually, keeping your property consistently maintained making it easier to lease up when the tenant moves out.