



NOTICE

March 28, 2017

HOUSING AUTHORITY OFFERS FINANCIAL INCENTIVES TO PROPERTY OWNERS WHO RE-RENT AN ELIGIBLE UNIT TO ANOTHER SECTION 8 TENANT

FREQUENTLY ASKED QUESTIONS (FAQs)

WHAT BENEFITS DOES THE HOUSING AUTHORITY OFFER TO OWNERS WHO RE-RENT TO NEW SECTION 8 TENANTS?

The Housing Choice Voucher (Section 8) program depends on the participation of private property owners. The Housing Authority partners with owners to increase housing options available for low-income families, seniors and persons with disabilities. The agency is grateful for the partnership of committed owners who choose to repeatedly rent their units to Section 8 tenants. In recognition of your commitment, and to encourage more owners to become repeat partners, the Housing Authority will off-set some of your turnover costs by making vacancy payments to current Section 8 property owners who re-rent a unit previously occupied by a Section 8 tenant to a new Section 8 family. The payments, calculated based on 80% of the last tenant's contract rent amount, may be made for up to 30 days if the new tenant's Request for Tenancy Approval (RFTA) is received within 90 days from the date that the last Section 8 tenant moved out.

WHAT ARE THE REQUIREMENTS FOR RECEIVING VACANCY PAYMENTS?

Owners may receive vacancy payments when all of the following conditions are met:

- The new tenant is receiving Section 8 assistance under the Moving To Work (MTW) program;
- The new tenant's RFTA is received by the Housing Authority on or after March 1, 2017, and within 90 days from the date that the last Section 8 tenant moved out; and
- The new tenant named in the RFTA moves into the unit.

DO I NEED TO SUBMIT A CLAIM OR MAKE A REQUEST?

No, the Housing Authority will automatically determine if the unit is eligible for a vacancy payment based on the above conditions.

WHEN WILL I RECEIVE THE VACANCY PAYMENTS CHECK?

After the new tenant's lease-up/move-in process has been completed, the Housing Authority will immediately determine if the unit is eligible for a vacancy payment. If the unit is deemed eligible, the Housing Authority will calculate the vacancy payment amount and send the check

payment around the time the first Housing Assistance Payments (HAP) check is sent to the owner.

How Much Will I Get?

The vacancy payment will be calculated based on 80% of the last tenant’s contract rent amount, and may be made for up to 30 days that the unit was vacant if the new tenant’s RFTA is received within 90 days from the date that the last Section 8 tenant moved out.

Example 1: On February 20, 2017, the Jones family, who was renting a 2-bedroom unit for \$2,000 a month, moved out. On March 1, 2017, the Housing Authority received an RFTA for a new Section 8 tenant, the Smith family, who moved into the unit on March 15, 2017.

Since the Housing Authority received the new tenant’s RFTA 9 days after the date the last tenant moved out of the unit, the unit is eligible for a vacancy payment. See calculation below.

Vacancy Payment Amount Calculation	
Last tenant’s contract rent amount	\$2,000
80% of the last tenant’s contract rent amount	\$1,600
Number of days the unit was vacant (From 2/21/17 to 3/14/17)	22
Vacancy Payment Amount (\$1,600/30 X 22)	\$1,173

Example 2: On January 20, 2017, the Adams family, who was renting a 2-bedroom unit for \$2,000 a month, moved out. On March 1, 2017, the Housing Authority received an RFTA for a new Section 8 tenant, the Scully family, who moved into the unit on March 15, 2017.

Since the Housing Authority received the new tenant’s RFTA 40 days after the date the last tenant moved out of the unit, the unit is eligible for a vacancy payment. See calculation below.

Vacancy Payment Amount Calculation	
Last tenant’s contract rent amount	\$2,000
80% of the last tenant’s contract rent amount	\$1,600
Number of days the unit was vacant (From 1/20/17 to 3/15/17)	53
Vacancy Payment Amount (\$1,600/30 X 30*)	\$1,600

* Although the unit was vacant for 53 days, the vacancy payment is capped at 30 days.

Example 3: On November 30, 2016, the Melvin family, who was renting a 2-bedroom unit for \$2,000 a month, moved out. On March 1, 2017, the Housing Authority received an RFTA for a new Section 8 tenant, the Scully family, who moved into the unit on March 15, 2017.

Since the Housing Authority received the new tenant’s RFTA 91 days after the date the last tenant moved out of the unit, the unit is not eligible for a vacancy payment.

CAN I APPEAL THE VACANCY PAYMENT AMOUNT?

Because the vacancy payment is a financial incentive and not a regular HAP payment, there will be no appeal process. However, if you have any questions or need additional information relating to the vacancy payment, you may call the Housing Authority at (408) 275-8770 or TTD (408) 993-3041.

End