



Landlord Briefing



AGENDA



Introductions



Housing Choice Vouchers



Special Purpose Vouchers



Reminders & Updates



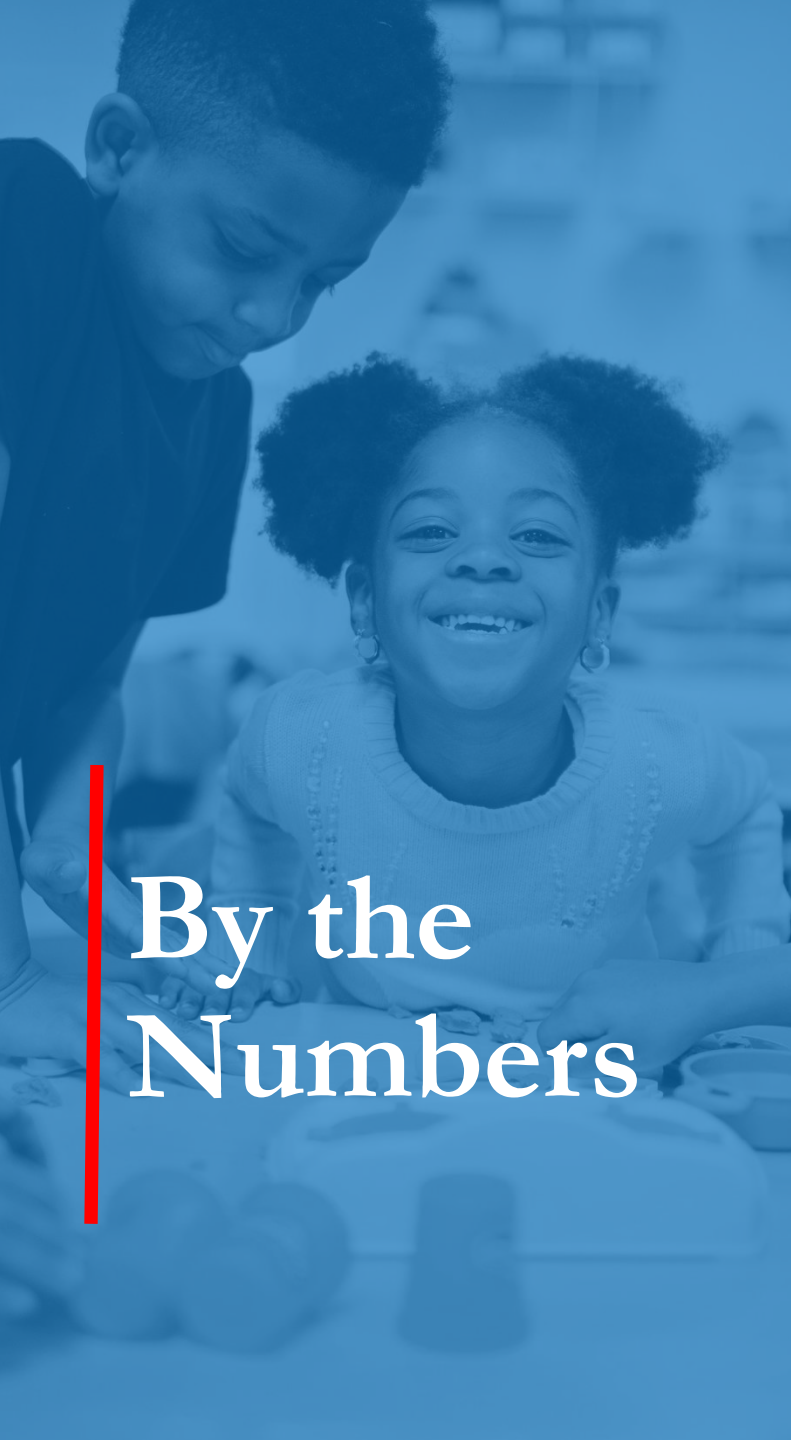
Questions



MISSION STATEMENT

To create quality affordable housing opportunities, support neighborhoods, strengthen communities and help build a greater Nashville.





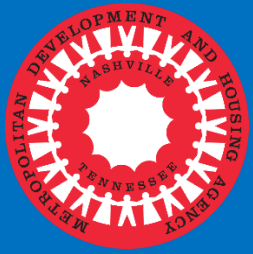
By the Numbers

7,895 Total Vouchers and Other Forms of Assistance Allocated

- 6,547 Tenant-Based and Project- Based Vouchers
- 538 Tenant-Based VASH Vouchers – Homeless Veterans
- 32 Project-Based VASH Vouchers – Patriot Place - Homeless Veterans
- 63 Family Unification Vouchers
- 247 Mainstream Non-Elderly with Disability Vouchers
- 212 Shelter Plus Care – Homeless individuals and families with disabilities
- 58 Single Room Occupancy (SRO) – Homeless individuals
- 198 Emergency Housing Vouchers (July 1, 2021)

Numbers as of Dec. 1, 2022





Housing Choice Vouchers





About the HCV Program

WHAT IS THE HCV PROGRAM?

- Rental assistance program funded by the U.S. Department of Housing and Urban Development
- Provides rent subsidies in the form of HCVs to households that earn up to 50% of the area median income
- HUD allocates HCVs to MDHA
- Family pays between 30-40% of its adjusted income or a minimum of \$50 per month for rent and utilities
- Difference paid by MDHA
- Owner receives fair market rent for their property
- Family gets a decent, affordable place to live



Roles & Responsibilities

HUD

- Provides funding for program to MDHA
- Develops regulations, guidebooks and notices
- Monitors MDHA compliance through systems monitoring and audits

MDHA

- Determines family eligibility
- Inspects units to ensure compliance with HUD Housing Quality Standards and HCV requirements
- Executes Housing Assistance Payments contracts and issues housing assistance payments to owners & families

MDHA does not act as the property owner or manager. It is the responsibility of the property owner or their agent to screen and select the tenant and to enforce the terms of the lease.

Property Owner

- Performs routine management functions
- Executes, enforces and complies with the lease agreement and lease addendum signed with the family and approved by MDHA
- Enters into and complies with the Housing Assistance Payments Contract

Family

- Supplies any information that MDHA or HUD determines to be necessary
- Allows MDHA to inspect the unit
- Notifies MDHA and the owner before vacating the unit or terminating the lease
- Uses the assisted unit for family's residence
- Promptly notifies MDHA in writing of any changes in household composition or household income





Participate as Landlord in the HCV Program

STEPS TO GET STARTED

1. Select a tenant with a valid voucher issued by MDHA
2. Submit the Request for Tenancy Approval and required information to set up an account with MDHA
3. Prepare the unit for the inspection process – see bit.ly/HQSChecklist
4. Upon passed inspection execute the lease and submit a copy to MDHA
5. Sign the HAP contract (issued by MDHA on behalf of the family)

MDHA will not issue housing assistance payments until all of the above steps are completed.



Tenant Selection

SELECTING THE TENANT

- Landlord is responsible for screening and selecting families for rental units
- Screening criteria should be consistent with the criteria used to select a non-assisted family
- MDHA is not involved in the tenancy screening process

CONSIDER:

- Contacting former landlords about tenancy and payment history
- Conducting criminal background and credit checks
- That you must comply with Fair Housing Laws that prohibit discrimination in housing

Landlords are encouraged to list their properties at www.TNHousingSearch.org.





Security Deposit

- All tenants are responsible for their own security deposit in accordance with state and local laws
- The security deposit for a Section 8 participant may not be more than what is charged for a market tenant and may not exceed one month's rent
- Deposit assistance from MDHA is now available for Shelter Plus Care, VASH and Emergency Housing Voucher program participants.



Request for Tenancy Approval

- The RTA initiates the move-in process
- Provides the information needed to determine rent reasonableness and whether the family is eligible for the unit
- Form is available at bit.ly/RTAForm
- Submit form to MDHA's Rental Assistance office via:
 - Email (Preferred):
section8leasing@nashville-mdha.org
 - Fax: 615-687-9982
 - In Person: 302 Foster St., Nashville, TN 37207

By signing the RTA, the owner certifies that the rent charged for the HCV family is not more than the rent charged for unassisted units and that they are not the parent, child, grandparent, grandchild, sister or brother of any member of the family.



Lead-Based Paint

- Units built prior to 1978 may contain lead-based paint
- Before renting a unit built prior to 1978 the landlord must disclose to the family any knowledge of lead-based paint in the unit
- Families must also receive the “Protect Your Family from Lead in Your Home” pamphlet and sign the disclosure form, available on MDHA’s website at bit.ly/RAOwners



Inspections

- Housing Quality Standards inspection performed by MDHA inspector
- All housing units with HCV tenants will be assessed based on the following thirteen HQS performance requirements both at commencement of assisted occupancy and throughout the assisted tenancy:
 - Sanitary facilities
 - Food preparation and refuse disposal
 - Space and security
 - Thermal environment
 - Illumination and electricity
 - Structure and materials
 - Interior air quality
 - Water supply
 - Presence of lead-based paint
 - Access
 - Site and neighborhood
 - Sanitary conditions
 - Smoke detectors





Annual Inspections

- In the case of non-emergency fail items the owner will receive a notice of failed inspection and a Housing Quality Standards Repair Certification by mail or email within 3 to 5 business days
- Landlord has 30 days to make repairs and submit the HQS Repair Certification by the deadline
- Failure to submit the certification by the deadline will result in abatement of Housing Assistance Payments and/or termination of the HAP Contract
- HQS repair certifications may be submitted via:
 - Fax: 615-248-2177
 - Email:
RAinspectionDepartment@Nashville-MDHA.org
 - Mail: MDHA, Attn: Sabrina Raines
P.O. Box 846
Nashville, TN 37202



Rent Increases

- Rent increases only considered at the anniversary date of the Housing Assistance Payment contract
- Owner must submit written notice to the tenant, with a copy to MDHA, at least 60 days prior to the anniversary date of the HAP contract
- Requested contract rent compared to rents being charged for comparable unassisted units
- If the requested rent is at or below the comparable rent and the contract unit meets HQS requirements, the requested rent will be approved
- If the requested rent is greater than the comparable rent, the new contract rent will be limited to the comparable rent level, even if it results in a reduction in contract rent
- Rent Increase Request form:
bit.ly/RentIncreaseRequestForm

Any requests for rent increases not submitted within the timeframe/form as stated above will not be honored until the following anniversary date of the HAP contract





Terminations

- A family may be terminated from the HCV program for any serious repeated violation of the lease or failure to comply with HUD and/or MDHA program regulations
- Violations may include but are not limited to:
 - Failure to complete required re-examination
 - Drug-related activity
 - Violent criminal activity – exceptions for domestic violence victims
 - Fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program
 - Debts owed to MDHA or another PHA in connection with Section 8 or public housing
- Landlords required to provide MDHA with copies of all lease violation and eviction notices issued to a family



Landlord Registration Program

- Tennessee State legislature bill requires all owners of residential rental property to register their property (Tennessee Code Annotated Title 66, Chapter 28-101)
 - Full act available at bit.ly/URLTATNCode
- Program requires owners to submit information about their rental units in the event there is a codes violation at the property which requires correction:
 - Owner's full contact information
 - Number of units per property
 - Name and contact information for manager or registered agent
- State mandated annual registration fee of \$10
 - Contact the Property Standards Office to register at 615-862-6590 or online at bit.ly/NashvilleLandlordRegistration
- The registration fee should be made out to Metro Codes Administration





Special Purpose Vouchers





Special Purpose Vouchers

- Specifically provided by Congress in separate appropriations
- Reserved for specific populations
- MDHA administers three types of special purpose vouchers for:
 - Veterans experiencing homelessness
 - Non-elderly who have a disability
 - Family unification vouchers
- MDHA also administers rental assistance using funding that was previously awarded through HUD's Shelter Plus Care (SPC) program and now under the Continuum of Care (CoC) Program for:
 - Individuals experiencing homelessness
 - Families of individuals who have a disability





Veterans Affairs Supportive Housing

- HUD program for Veterans experiencing homelessness
- Households referred directly from the Department of Veterans Affairs who manage ongoing supportive services
- 538 VASH vouchers allocated to MDHA

VASH LANDLORD INCENTIVE PROGRAM

- Implemented in partnership with Mayor's Office
- Landlords receive a \$1,000 leasing bonus for renting to a Veteran experiencing homelessness
- Eligible for reimbursement for unpaid damages and/or rent a Veteran owes upon moving from unit up to two month's rent less remaining deposit





Emergency Housing Vouchers

- 198 Emergency Housing Vouchers awarded to MDHA in July 2021
- For individuals and families who are experiencing or facing homelessness
- Must meet an eligibility category and be referred to MDHA through the Continuum of Care Coordinated Entry System:
 - Literally Homeless
 - At risk of homelessness
 - Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, etc.
 - Recently homeless; rental assistance will prevent the family's homelessness

EHV LANDLORD INCENTIVES

- \$1,000 Leasing bonus
- \$500 additional Bonus 1st time or returning landlord (12 months since last HAP - up to first five units)
- \$500 Additional bonus – Unit Census Tract poverty rate of 20% or below





Family Unification Program

- For families in need of rental assistance to either prevent or end an out of home placement for one or more children, or for youth at least 18 years old and not more than 21 years old who left foster care at age 16 or older and who lack adequate housing
- Referral must come from the Tennessee Department of Children's Services
- 63 FUP vouchers allocated to MDHA





Community Choice Demonstration

- MDHA one of nine Public Housing Agencies across the country selected as a lead agency for HUD's first Mobility Demonstration Voucher grant program
- MDHA receives \$4,984,654 over six years to assist families with children using housing choice vouchers to overcome barriers often encountered in their housing search
- Program launched in August 2022 after more than a year of planning
- More information about the program: www.nashville-mdha.org/ccd/

For more information about renting a unit located in a high-opportunity area, contact choicemobility@nashville-mdha.org





Reminders & Updates

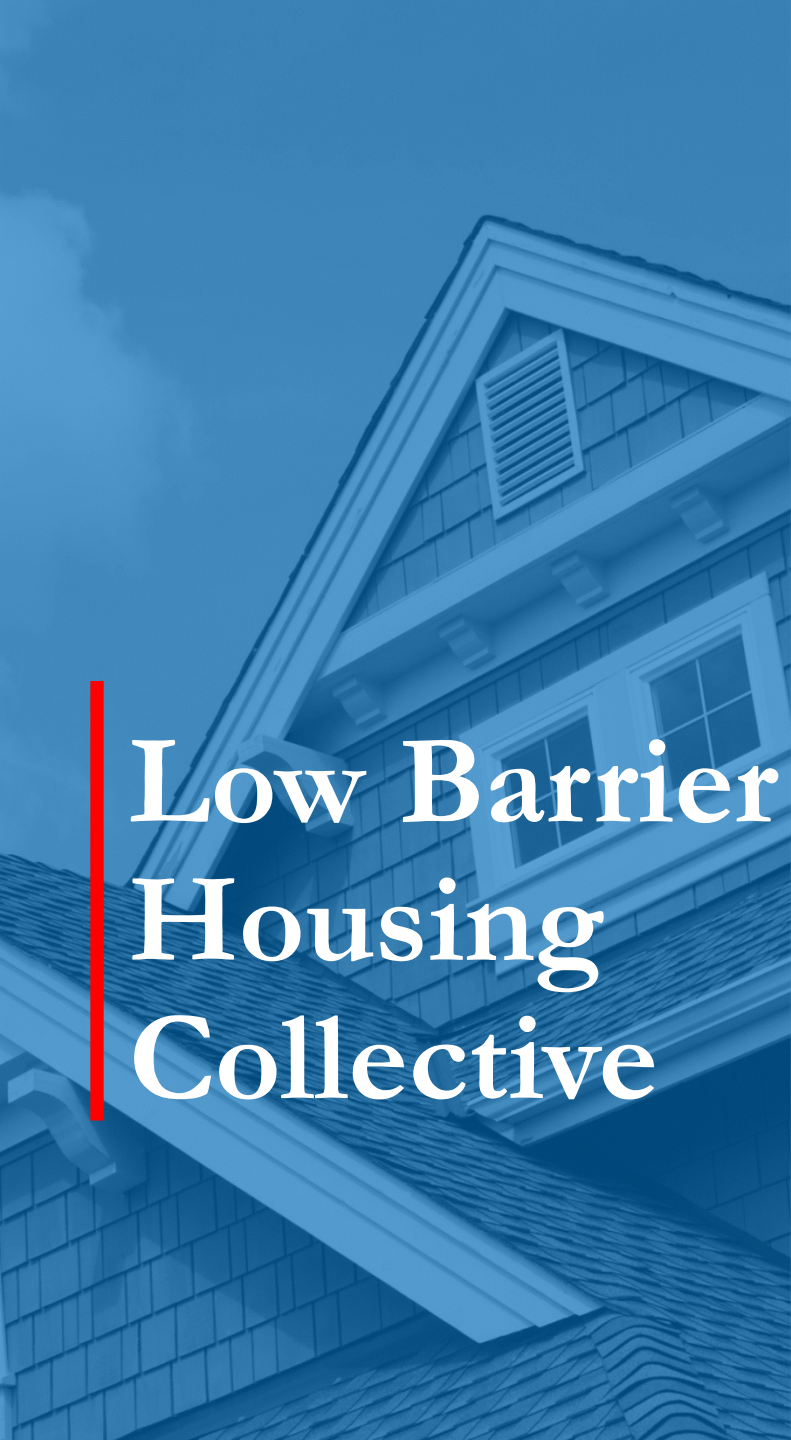




Fair Housing Month

- Celebrating April as National Fair Housing Month
- 2023 commemorates 55 years since the Fair Housing Act was signed into law
- Landmark civil rights law that guarantees the right to housing of your choice, free from discrimination
- This year's theme Choices for All Voices: Building an Equitable Future





Low Barrier Housing Collective

- Formed in 2021
- Dedicated collaboration between service providers, community members and property owners
- Coordinated by the Metro Homeless Impact Division
- Seeking property owners willing to modify tenant screening criteria to allow applicants who may typically be denied
- Benefits include:
 - Sign-on bonuses
 - Housing stability support
 - Mediation
 - Access to repair and damage funds

For more information, see
www.lowbarrierhousingcollective.org.





Landlord Portal

- Register for our Landlord Portal where you can pull payment, inspection and other information regarding your units
- Link to the portal is on the Owners page of MDHA's website at bit.ly/RAOwners





Updates

WHAT'S NEW

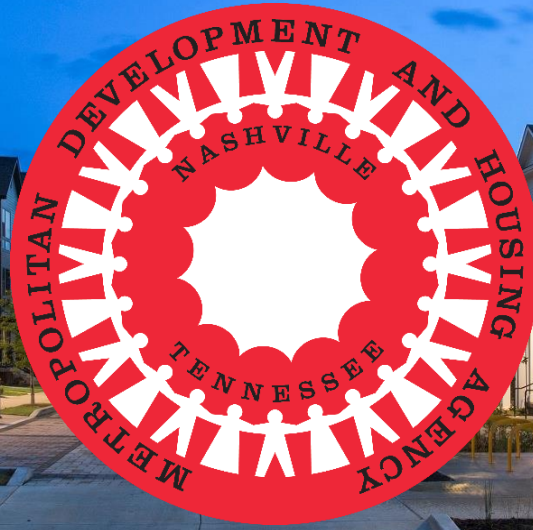
- Department reorganization
- New positions added
 - Quality Control & Training Specialist
 - Program Education and Outreach Specialist
- Resident Portal

WHAT'S COMING

- Streamlining provisions
 - Triennial recertifications (for participants on a fixed income)
 - Biennial inspections
- Changes to income and asset regulations
 - Final rule from HUD for certain sections of the Housing Opportunities Through Modernization Act
 - Makes significant changes to the rules regarding income and assets
 - Changes effective Jan. 1, 2024



QUESTIONS



Connect with us

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