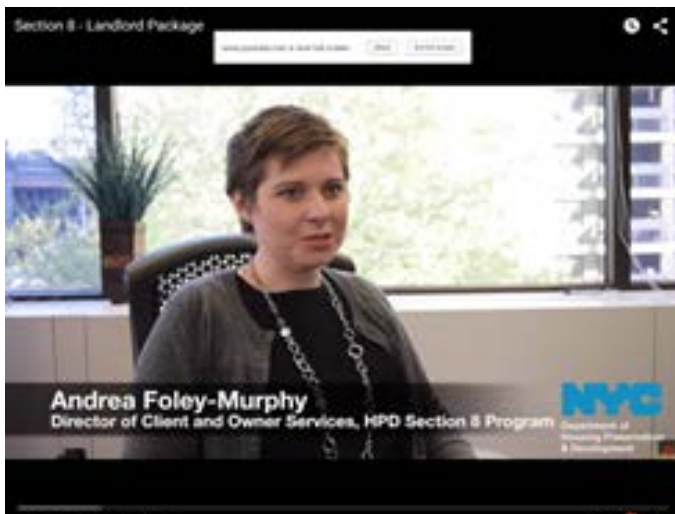


WHAT'S NEW IN SECTION 8 HOUSING?

Section 8 Landlord Package

HPD has published a step-by-step video to help owners complete HPD's Section 8 Landlord Package.



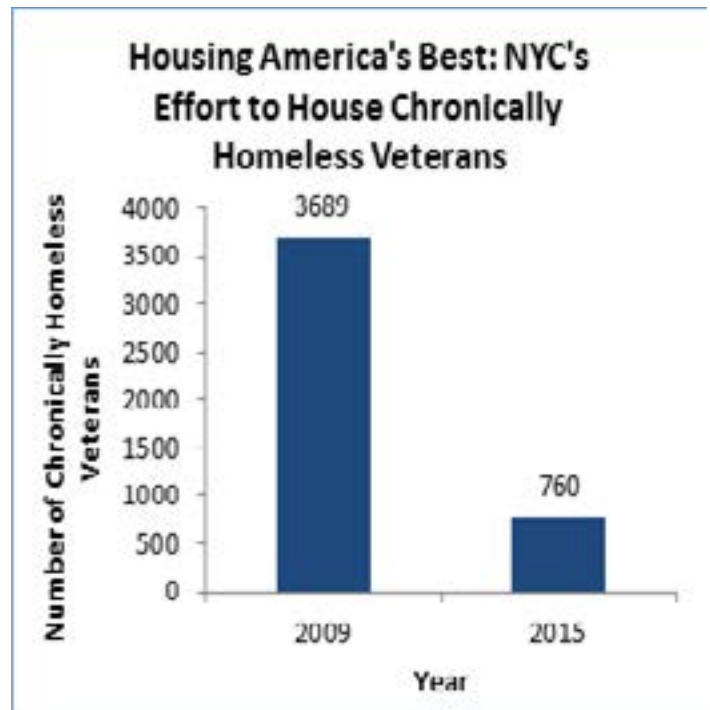
In this helpful video, HPD Director of Client and Owner Services, Andrea Foley-Murphy, provides an overview of the Section 8 program and the benefits it provides to landlords and tenants. The relationship between HPD, tenants, and landlords is explained in detail. The Owner Services team provides detailed section by section guidance on how to correctly complete the Landlord Package. The HPD Section 8 landlord package is a required document for each participating landlord at the time of initial leasing. The video can be found at:

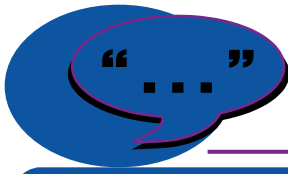
HPD Website:
<http://www1.nyc.gov/site/hpd/section-8/landlords.page>

YouTube:
<https://www.youtube.com/watch?v=y4dB5ZQI1SU>

Housing America's Best

New York City has taken significant steps to address the issue of homelessness in the City with an added emphasis on veterans. The United States Department of Housing & Urban Development (HUD) has recognized the City for effectively ending chronic homelessness among veterans. HPD in collaboration with partner property owners have made a significant contribution. HPD provided HUD's Veterans Affairs Supportive Housing (VASH) vouchers and allocated of regular Section 8 vouchers to help homeless veterans afford permanent housing.





“LET’S COMMUNICATE!”

If you have any questions or concerns regarding your participation as a Section 8 landlord, please feel free to call us at 917-286-4300. You can also e-mail us at s8landlords@hpd.nyc.gov.

IMPORTANT INFORMATION REGARDING COMPLIANCE AND COMMUNICATIONS IN SECTION 8

Lawful Source of Income

Landlords should be aware that Local Law 10 of 2008 protects New York City residents from discrimination in housing based on the source of their income. It is unlawful to deny an opportunity to move into an apartment building with six or more units based on a prospective tenant’s source of income. If an apartment building has six or more units, the landlord may not print advertisements, including online or newspaper advertisements, or billboards that indicate a refusal to accept programs. Regardless of the number of units in the building, landlords must accept a rental subsidy if:

- The apartment is subject to rent control laws and the tenant lived there when the law took effect in March 2008.
- The landlord or broker is responsible for another building in NYC that has six or more units.

HQS Inspections

HPD values you as a partner and is working very hard to streamline some activities. When you participate in the HPD Section 8 program, your building is going to be inspected for compliance with Housing Quality Standards (HQS) as well as the New York City Housing Maintenance Code (HMC). HPD conducts inspections for landlords on a biennial basis (once every two years). Apartments must continue to be well-maintained through the period. HPD will respond with inspection to any maintenance complaints called in through 311, but we believe that this reduced inspection burden will be beneficial to both HPD and participating owners. Below are some other suggestions or new ideas implemented to ease your participation in the program:



1. As you know, HQS failure notices and certification of correction forms are sent to the managing agent identified on your building’s HPD Property Registration. HPD is now also sending a courtesy copy of the notices to the Housing Assistance Payment Contract payee to reduce any missed communication. This courtesy copy is not official notification of HQS failure, and it cannot be used to certify correction of violations. We encourage you to update your HPD Property Registration on a regular basis.
2. The Partner Portal continues to be available for you to get updated information on everything you need to know about your properties, including housing

composition, HAP payment history, HQS status, and history. If you’re not already enrolled, be sure to sign up by sending an email to DTRPartnerPortal@hpd.nyc.gov.

3. Landlords participating in our program may now also take advantage of eCertification in order to certify the correction of HQS failure items online. This service allows owners to certify multiple HQS failure items at one time and eliminates the need to have certification forms notarized. It also reduces processing time. For more information on eCertification, please visit: nyc.gov/hpd.

4. You can sign up at www.GoSection8.com to list available apartments.

Remember to Register Your Building

Property owners of multiple dwellings (3+units) or private dwellings (1-2 units) where neither the owner nor the owner’s immediate family reside are required to register annually with HPD. Property registration provides owners with an opportunity to be contacted by HPD and notified of any violations and emergencies at the property. The annual registration period is between May 21st and September 1st. There is a \$13 fee, which will be noted on the owner’s property tax bill, and due by July 1st. Building registrations must also be filed whenever ownership changes or whenever the information on a valid registration changes (example, new managing agent or site management).

The easiest way to complete a registration form and keep track of whether your property is registered is through HPD’s Property Registration Online System (PROS): <https://a806-pros.nyc.gov/PROS/mdRInternet.html>.

Owners can also use PROS to confirm that they are registered or find instructions on how to register by calling (212) 863-7300, or emailing register@hpd.nyc.gov. Owners may also use the following guide as a reference for registration and certification: <http://www1.nyc.gov/assets/hpd/downloads/pdf/Violations-removal-certification.pdf>.

Report Fraud

If you know of anyone who has provided false information on a HUD housing assistance application or recertification, or if anyone tells you to provide false information, report that person to:

- United States Department of Housing & Urban Development (HUD) Office of the Inspector General Hotline. You can call the Hotline toll-free Monday through Friday from 10:00am to 4:40pm, Eastern Standard Time, at 1-800-347-3735 or e-mail it to Hotline@hudoig.gov.
- HPD’s Inspector General’s Office at the New York City Department of Investigation at 212-825-3502.
- HPD’s Program Integrity and Compliance Unit at 917-286-4300.

DID YOU KNOW?

Homeless Placement Services

Homeless Placement Services (HPS) is a newly created program within HPD's Office of Asset and Property Management in the Division of Policy and Operations. HPS provides owners with valuable services to support projects with a homeless restriction pursuant to an HPD or Housing Development Corporation (HDC) regulatory agreement. The program was created to provide placement services and to monitor compliance with requirements related to homeless set aside units. Each sponsor is designated a Homeless Rental Coordinator who serves as the main point of contact on issues related to the homeless set aside units. The Homeless Rental Coordinator provides sponsors with referrals of homeless families in a timely manner as turnover units become available and reviews the project's rent rolls and vacancies. In many cases, clients may have Section 8 vouchers or other various rental subsidies issued by the city. Please contact Yong Ju Kim at 212-863-6991 or kimy@hpd.nyc.gov if you have any questions about the program.

Services to Tenants

We want to let you know that HPD provides support for households who receive Section 8. Below is a description of two programs designed to help residents achieve their long-term goals, as well offer assistance in times of crisis. You, as an owner can feel free to let them know about these services or ask for assistance in times of crises for families.

Family Self-Sufficiency Program (FSS)

Tenants who participate in Section 8 are eligible to enroll in HPD's Family Self-Sufficiency (FSS) Program. This is an opportunity for Section 8 recipients to build up escrow funds based on incentives that will ultimately make them more self-sufficient. All FSS graduates (it is a five year program) must leave the program with employment. The program provides supportive services to participants to help them achieve their employment, education, and training goals. Section 8 landlords benefit from programs like FSS because such programs encourage tenants to become more responsible and self-sustaining. HPD has recently added more staff, including Director of FSS, Anthony Stasi, to this program.

Homelessness Prevention

HPD's Homelessness Prevention Program (HPP) offers Section 8 Housing Choice Voucher (HCV) assisted families assistance that they may need to help them remain consistent rent-paying tenants. Ongoing services are provided to vulnerable families who are at risk of losing their subsidy due to advanced age, physical illness, mental illness, substance abuse, or domestic violence. In addition to preventing homelessness, this program helps tenants remain consistent in paying rent.



Direct Deposits of Housing Assistance Payments

Landlords are encouraged to receive their Housing Assistance Payments (HAP) by Direct Deposit. You can sign up for this option online: nyc.gov/eft.

147C IRS Letter

If you need an IRS 147C letter, you can get more information from the IRS at <https://www.irs.gov/uac/How-to-Contact-the-IRS-1>, or by calling 800-829-1040 and requesting this form. They do not post this form online.



Visit us online at:
<http://www1.nyc.gov/site/hpd>

Here you will find helpful links to our Section 8 programs, important applications and forms, and an electronic version of HAP Happenings

HAP Happenings February 2016

Payment Standards for 2016

The United States Department of Housing and Urban Development (HUD) annually publishes a standard of Fair Market Rents (FMR). HPD uses a payment standard that is equal to 105% of that established standard. Below are the current standards, as established by HUD that would be in effect for January 2016.

The HPD payment standard is the maximum amount that the agency can pay for an apartment, based on the number of bedrooms in a particular apartment. If tenants are responsible for paying their utilities, as designated on the HAP Contract and lease, they receive a utility allowance based on the number of bedrooms in their apartment. That utility allowance is deducted from the tenant's share of the rent to the owner.

The utility allowance effective January 1, 2016:

Utility Allowances

# of Bedrooms	Gas	Electric	Total Gas & Electric	Gas Heat & Hot Water	Oil Heat & Hot Water	Electric Heat & Hot Water
\$RO	\$20	\$39	\$59	\$53	\$76	\$167
Studio	\$20	\$39	\$59	\$53	\$76	\$167
1	\$22	\$39	\$61	\$69	\$108	\$256
2	\$22	\$41	\$62	\$80	\$130	\$316
3	\$23	\$53	\$76	\$90	\$152	\$375
4	\$24	\$55	\$79	\$101	\$173	\$435
5	\$25	\$66	\$92	\$111	\$195	\$494

Payment Standards

\$RO	Studio	1 BR	2 BR	3 BR	4 BR	5 BR	6 BR	7 BR	8 BR
\$1,018	\$1,358	\$1,425	\$1,650	\$2,122	\$2,335	\$2,685	\$3,036	\$3,386	\$3,736

GOT EMAIL?

If you have an email address, make sure you register it with Owners Services. You can receive important updates from HPD immediately by email. To register your email, please email s8landlords@hpd.nyc.gov.