



# TOWN OF UNION, NEW YORK

HOUSING CHOICE VOUCHER (HCV) PROGRAM ● DEPARTMENT OF PLANNING ● 3111 E. MAIN ST. ENDWELL, NY 13760

Find More Useful HUD Information at: <https://townofunion.com/departments/rental-assistance-hud.html>

## HCV Participant Newsletter

**December 2021**

### Do You Know...

You are committing fraud if you sign a form knowing that you provided false or misleading information.

The information you provide on housing assistance application and recertification forms will be checked. The Town of Union, HUD, or the Office of Inspector General will check the income and asset information you provide with other Federal, State, or local governments and with private agencies. Certifying false information is fraud.

### So Be Careful...

When you fill out your application and yearly recertification for assisted housing from HUD make sure your answers to the questions are accurate and honest. You must include:

All sources of income and changes in income you or any members of your household receive, such as wages, welfare payments, social security and veterans' benefits, pensions, retirement, etc.

Any money you receive on behalf of your children, such as child support, AFDC payments, social security for children, etc.

### Town Seeks Input For HCV Administrative Plan Update

The Town of Union has released a proposed Section 8 Housing Choice Voucher Program Administrative Plan update on December 16th, 2021. The update includes regulatory changes, policy and procedure updates, and changes to the program related to the implementation of new software.

In accordance with U.S. Department of Housing and Urban Development (HUD) guidelines, the Town of Union Housing Authority is offering the opportunity for resident and public comment on proposed changes to the Section 8 Housing Choice Voucher Program Administrative Plan. The proposed Administrative Plan can be viewed on the HUD/Rental Assistance section of the town's web page at [www.townofunion.com](http://www.townofunion.com). Persons wishing to comment on the content of the proposed Administrative Plan may submit written comments to:

**Town of Union Planning Department , 3111 East Main Street Endwell, New York 13760**

Written comments will be accepted until 4:00 P.M., Wednesday January 19<sup>th</sup>, 2022. Comments may also be submitted via electronic mail to [hud@townofunion.com](mailto:hud@townofunion.com). All comments will be reviewed and a summary of comments received will be included in the submission to HUD. Persons with disabilities needing a special format for the proposed Administrative Plan should contact the Town of Union Planning Department at (607) 786-2985. This notice constitutes the initiation of the 30-day public review period.

The Town Board will allow for additional comment on the proposed Administrative Plan during a public hearing scheduled for Wednesday January 19<sup>th</sup>, 2022 at 7:00 P.M. in the second floor Town Board meeting room located at 3111 East Main Street, Endwell, New York 13760. After the public hearing has closed, the Town Board will vote on the proposed plan.

### Resident Advisory Board Information

HUD requires that every Public Housing Agency (PHA) establish a Resident Advisory Board (RAB). As a reminder, the Town of Union considers all active Housing Choice Voucher program participants to be members of the Resident Advisory Board. The main role of the RAB is to make recommendations in the development of the PHA Plan, if one is required to be submitted. PHAs are also required to request input from the RAB for any significant amendment or modification to the PHA Plan. The Town of Union is not currently required to submit an annual PHA Plan. Should the town be required to submit an annual PHA Plan, notices will be published in the Press & Sun Bulletin and posted on the Town of Union web page (see web page information at the top of this newsletter) soliciting comments from participants, housing organizations serving very low income populations, and the general public in the development phase of the plan.

Questions or comments about the Housing Choice Voucher Program?  
Email the Section 8 staff at: [hud@townofunion.com](mailto:hud@townofunion.com) or call 607-786-2985

## **Housing Choice Voucher Program Frequently Asked Questions**

### **Q: How are rents determined in the Section 8 Housing Choice Voucher Program?**

A: The Town of Union conducts a comparison of the landlord's proposed rent for the unit with the rent charged for units with similar features and amenities in the same market area for families who do not receive rental assistance. The town takes into account critical market factors that impact rent, such as the location, quality, size, unit type and age of the contract unit, as well as any amenities, housing services, maintenance and utilities to be provided by the landlord in accordance with the lease. The town notifies the landlord of the rent that can be approved based upon the analysis

### **Q: How do landlords request a rental increase on a property?**

A: The landlord must provide the participant and the town rental assistance staff with a 60-day written notice of the proposed rent increase. If approved, the rent increase will be effective on the date specified by the landlord or on the first of the month following a full 60-day notice to the tenant and the town, whichever is later. Rents for existing Section 8 Housing Choice Voucher rental assistance tenants may not exceed the rents charged for units with tenants who do not receive rental assistance.

### **Q: What are a landlord's options if a tenant seriously and/or repeatedly violates lease agreement?**

A: Landlords are responsible for addressing lease violations committed by Section 8 Housing Choice Voucher program participants in the same manner as tenants who do not receive rental assistance and in accordance with applicable laws. The lease is between the tenant and the landlord. Only the landlord is legally able to enforce the lease. The town advises the landlord to notify the Housing Choice Voucher tenant in writing of any lease violations and provide the family with reasonable and appropriate due process. If the household repeatedly violates the lease, the landlord is encouraged to enforce the lease in accordance with the appropriate legal process. The town recommends that the landlord inform the HCV staff of the lease violations. Landlords are also encouraged to contact the town to report allegations of program abuse or possible fraud. The tenant may lose their Housing Choice Voucher if they are evicted for these violations.

### **Q. What are the most common reasons why families lose their rental assistance?**

A: There are a number of ways families can lose their rental assistance. Here is a partial list of most common reasons that are usually sufficient to cause the Town of Union to stop rental assistance to a family:

1. Not complying with the terms of the Housing Choice Voucher Program (Section 8) family obligations.
2. Any family member commits fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program.
3. Vacating the housing unit without proper notice.
4. Allowing unauthorized persons to live in the housing unit.
5. Failing to report or under reporting changes in income or provide information required by the town for recertification of the family's continued eligibility for rental assistance.
6. Any family member residing in the unit that is involved in drug-related or criminal activities.
7. Serious or repeated lease violations.
8. Failure to cooperate with recertification and inspection requirements.

### **Q. What are the penalties for committing fraud in connection with my HUD assistance?**

A: If you commit fraud to obtain assisted housing from HUD, you could be:

- Evicted from your apartment or house.
- Required to repay all overpaid rental assistance you received.
- Fined up to \$10,000.
- Imprisoned for up to five years.
- Prohibited from receiving future assistance.
- Subject to State and local government penalties.

**Report suspected fraud:** If you know of anyone who provided false information on a HUD housing assistance application or recertification or if anyone tells you to provide false information, report that person to the HUD Office of Inspector General Hotline. You can call the Hotline toll-free Monday through Friday, from 10:00 a.m. to 4:30 p.m., Eastern Time, at 1-800-347-3735 or e-mail it to: [hotline@hudoig.gov](mailto:hotline@hudoig.gov)