

For More information or to fill out an application, please contact:

Wadena HRA

222 2nd Street S.E.

Wadena, MN 56482

218-631-7723 or 888-893-9472

Email

housing@wadenahra.com



www.wadenahousing.org



The Wadena HRA administers the federally funded Housing Choice Voucher Program through a n agreement with the U. S. Department of Housing and Urban Development (HUD). HUD imposes strict regulations on the Housing Choice Voucher Program and the Wadena HRA must adhere to these regulations.

Housing Quality Standards (HQS)

Federal regulations define basic Housing Quality Standards (HQS), which all assisted housing must meet before it can be rented with assistance from the Housing Choice Voucher Program. These standards help protect families by assuring a basic level of acceptable housing.

The property must be inspected before a lease can be entered into and will be inspected at least once a year to continue eligibility. Annual inspections are often scheduled in conjunction with the tenant's recertification schedule. When necessary, the Housing Specialist can request a re-inspection due to complaints or any other concerns.

These standards must be maintained for the duration of participation in the Housing Choice Voucher program. If at any time the unit fails inspection, the landlord and/or tenant is given proper notice to correct the deficiency. If the problems are not corrected, the tenant must move to continue assistance.

Failure to maintain working utilities for period of longer than 24 hours in an assisted unit is considered a violation of the Housing Choice Voucher program rules and regulations and grounds for termination of assistance.

Eviction

A family participating in the program can be evicted for the same reasons an unassisted tenant can be evicted through the local courts. The code of Federal Regulations require that both tenant and owner notify the housing authority when a notice to vacate, or eviction has been issued. Housing assistance is terminated in cases of eviction.

Fair Housing

The Wadena HRA is a fair housing provider and does not discriminate based on

- Race
- Color
- National Origin
- Religion
- Sex
- Familial Status (families with children under the age of 18, or who are expecting children).
- Handicap (Disability)
- Sexual Orientation
- Gender Identity
- Marital Status

If you think your rights have been violated, please call.

(312) 353-7776 Or 1-800-765-9372

Section 8

Housing Choice Voucher Rental Assistance Program



**Wadena Housing
&
Redevelopment Authority**
(218) 631-7723

The program is designed to provide affordable, safe, decent and sanitary rental housing for low and moderate-income families.

Housing Choice Voucher

The Housing Choice Voucher Program enables families to locate housing in the private rental market where landlords are willing to participate and where the rents are comparable to similar unassisted units and falls within the program guidelines.

When families begin renting assisted units, they must pay a minimum of 30%, not to exceed 40%, of their monthly adjusted income towards rent and utilities. This calculation of assistance is done by a Housing Specialist.

As vouchers become available, eligible families are notified from the waiting list to schedule an appointment for an interview to determine.

- Eligibility.
- Complete a full application.
- Receive a briefing of the program.

Specific program requirements are outlined in the Voucher Briefing Packet and will be explained to the family at the scheduled briefing.

It is important that all members of the household 18 years of age and older attend the scheduled briefing.

If anyone suspects a fraudulent situation regarding an assisted household or landlord they should notify the Wadena HRA.

How can I Participate in the Housing Choice Voucher Program?

You can apply for rental assistance by filling out an application. Names are pulled from the waiting list based on local preference, and date and time of application.

The Wadena HRA contacts you by mail. It is important to update your information when there is a change in mailing address.

A letter is sent to the applicant informing them of their position on the waitlist and to contact the Wadena HRA for appointment.

The Wadena HRA cannot predict how long it might take for an applicant to receive a housing choice voucher. Families are assisted as vouchers become available.

Screening Procedures

The Wadena HRA screens families for participation in the program using income, citizenship, criminal background, and debts owed to any PHA. Landlords are screened to prove ownership of the property, and suitability for the program. There are HUD restrictions on the owners who are related to household participants. The owner is responsible to screen potential tenants using the same procedures used for unassisted tenants. Any screening of tenants is subject to Fair Housing Laws.

Security Deposits

It is the responsibility of the tenant to pay the security deposit. The amount should be the same charged to non-program participants given the same circumstances.

Utility deposits are also the responsibility of the tenant. It is both the tenant and landlord’s responsibility to ensure that the utilities are put in the tenant’s name.

What Kind of Housing Qualifies?

Families who qualify for the program have two choices in selecting a dwelling unit to rent in the private market. They may choose the unit in which they now live or they may “shop” for a suitable unit in their local housing market. In either case, the unit selected must meet housing quality standards, which is done by an inspection of the unit.

Does Any Lease Qualify?

Any approved lease may be used as long as the HUD Tenancy Addendum is used in conjunction with lease. Leases are submitted to the tenant’s assigned Housing Specialist for approval prior to executing the lease. A basic lease is available upon request. The initial lease term for any assisted unit is one year.

Who Pays for Rent & Utilities?

The Housing Choice Voucher Program pays a portion of the monthly rent directly to the landlord.

The family is responsible for paying their portion of the rent & utilities according to the rent calculation done by the Housing Specialist.

Tenants are responsible for paying utilities as designated by the lease.

The HRA will compute your income, and give you credit for any deductions for which you are entitled.

- Dependent allowance
- Elderly allowance
- Disability allowance
- Medical expenses
- Care of dependents

Eligibility

A Housing Choice Voucher Applicant Must:

- Be a U.S. citizen or non-citizen with eligible immigration status.
- Meet HUD’s income guidelines.
- Pass a criminal background check.
- Not owe debt to any PHA.