

## ***MISSION:***

The Springfield Housing Authority is the primary leader in providing quality affordable housing to individuals and families, while encouraging partnerships necessary for residents to develop self-sufficiency and to be productive members of the community.

## ***GOAL:***

To assist families in seeking and obtaining affordable, decent, safe and sanitary housing.

### **SECTION 8 STAFF**

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## **SECTION 8 Housing Choice Voucher Program**



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# HOUSING CHOICE VOUCHER PROGRAM

## *What is it?*

- The Housing Choice Voucher (HCV) Program is a federally funded rent subsidy program designed to supplement the rent payments of low and moderate income families. It enables family to select the housing in which they wish to live, in Sangamon County. It was created by the Housing and Community Development Act of 1974.
- This program allows families to pay up to 40% of the total income toward rent.
- The voucher specifies the applicable fair market rent for the unit size appropriate for the family and the maximum amount the family can pay for rent.

## *Who is Eligible?*

- Elderly, disabled, families or single adults over the age of 18 residing in Sangamon County in the low or very low income category. Income limits may change from year to year.

## *How to apply:*

Applications are accepted on Tuesdays between the hours of 8:30 a.m. and 11:30 a.m. and again from 1:00 p.m. until 4:00 p.m. **Please contact our office or visit our website to see if applications are currently being accepted.**

### SHA RESPONSIBILITIES

- The Springfield Housing Authority will conduct a “Family Briefing” which covers housing standards, how to find affordable housing, compliance with HUD guidelines governing the program and policies and procedures to follow when participating in the Housing Choice Voucher Program.
- SHA will provide the landlord with monthly housing assistance payments for your unit
- The housing authority will inspect your unit at least annually to assure that it is in decent, safe and sanitary condition.
- The Section 8 Specialist will re-examine family income, composition and the extent of deductible expenses at least annually to determine any adjustments in rent payments, etc.



### FAMILY RESPONSIBILITIES

- Payment of the family portion of the total rent to the landlord
- Ensure that the unit is clean and sanitary.
- When moving to a new unit, provide the SHA and landlord with a 30-day notice to vacate.
- Comply with all approved terms of the lease and program requirements.

### LANDLORD RESPONSIBILITIES

- Proper management of the unit, including performance of all ordinary and extraordinary maintenance and payment of utilities (unless paid by the family).
- Collection of family rent
- Compliance with equal opportunity and fair housing requirements

The SHA, Family and Landlord Responsibilities are just a few of the responsibilities. All responsibilities are explained to both families and landlords during orientation sessions.

