

Community and Family Services agency strives to follow our mission of "Empowering People to Improve"



**COMMUNITY
& FAMILY
SERVICES**
"Empowering People to Improve"

The purpose of Community & Family Services assistance is to help individuals experiencing economic distress to become independent and self-sufficient.



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& FAMILY
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"Empowering People to Improve"

325 E Main St.
Portland, IN 47371
(260)-726-6322

HOUSING CHOICE VOUCHER PROGRAM FOR LANDLORDS



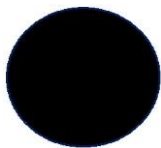
Serving the citizens of Jay, Randolph, Adams, Blackford, Huntington, Wabash, and Wells since 1965



WHAT IS THE HOUSING CHOICE VOUCHER PROGRAM?

CFS's Housing Choice Voucher Program (Section 8) is a rental assistance program. It assists low-income families and individuals in obtaining quality housing and maintaining monthly housing costs. Program participants are required to pay a portion of their rent based on their income. The remainder of the housing cost is supplemented by a housing assistance payment made directly to the property owner or leasing agent by CFS.

Section 8 is an excellent program that can connect great land-lords with deserving and responsible tenants. Savvy property owners recognize the financial benefits of the program and enjoy the security of guaranteed rent payments each month. CFS also offers the convenience of direct deposit for rental assistance payments.



Additional Questions?

Contact our office by phone at (260)-726-6322 or drop by in person at our Office at 325 E Main St. Portland IN.

What are the benefits of being a Section 8 landlord?

Landlords participating in the Housing Choice Voucher Program enjoy a variety of benefits. First and foremost, property owners receive guaranteed and timely housing assistance payments each month through CFS. You can also sign up to conveniently have these payments deposited directly to your bank. Since the tenant's rent is based on their income, there is a decreased risk of rent default. Annual quality inspections assist you and your tenants in maintaining your rental properties. CFS's experienced and knowledgeable staff are able to offer excellent support for both owners and tenants. Finally, you also have the knowledge that you are helping a family in need maintain safe, clean, and comfortable housing.

What are the requirements for my unit to be rented under Section 8?

The unit must meet the Housing Quality Standards (HQS) set by the Department of Housing And Urban Development (HUD) , and the rent must be approved within HUD Fair Market Rent and be comparable to similar units in the area.

How do I make my rental available to voucher holders?

GoSection8.com is a great resource to list your properties and find qualified tenants. You can also advertise your unit with the phrase "Will accept Section 8." In addition, CFS maintains a list of Section 8 friendly landlords and property owners that is distributed to clients who request it or when they start their housing search.

What do I do when a voucher holder is interested in my rental?

It is important to screen prospective tenants to ensure a good selection. CFS can only certify to you that a prospective tenant is income eligible for our program. We cannot provide a reference as to their expected behavior as tenants. You may use screening methods (such as credit checks, criminal background checks, landlord references, and home visits) as long as you do not treat Section 8 participants differently or discriminate.

If you approve a Section 8 tenant, you will complete a "Request for Tenancy Approval" form, which will be provided by the tenant. Once the form has been submitted to our office, one of our staff will contact you to schedule an inspection and brief you on your next steps. Housing assistance payments will not begin until the unit has passed inspection, the lease has been approved, and you have signed a Housing Assistance Payments Contract with CFS.