

What is the Housing Choice Voucher Program?

The Housing Choice Voucher (HCV) program is the federal government's primary program for assisting low to moderate income families, the elderly, and persons with disabilities to afford decent, safe, and sanitary housing in the private market. Since housing assistance is provided on behalf of the HCV participants, participants can find their own housing, including single-family homes, townhouses and apartments. Housing Choice Vouchers are administered locally by public housing agencies (PHAs) that receive federal funds from the U.S. Department of Housing and Urban Development (HUD). This means that the participant, landlord and PHA all have obligations and responsibilities under the HCV program.



What are some benefits of being an HCV landlord?

- As a landlord, you get the rental subsidy directly from DCA each month, regardless of changes in family income.
- You control who you rent your units to by screening applicants who have vouchers in the same way that you screen all your applicants.
- You may request annual reasonable rent increases.
- DCA inspects your unit at least once biennially to ensure it is compliant with HQS prescribed by HUD.
- You have the opportunity to help the elderly, the disabled, families with low incomes and single parent families by providing affordable housing.
- Access to our online landlord portal which gives you the ability to view detailed descriptions of payments made by DCA, inspection results, dates and times of scheduled inspections and 1099 yearly statements.

Interested in becoming an HCV landlord?

Step 1: List your unit. Landlords may list their units through Social Serve's website at no cost at www.georgiahousingsearch.org. Properties listed at this website rent faster and provide a wider access of potential tenants. To list your property only the unit address, bedroom size, monthly rent amount and contract information is needed.



Step 2: Select a participant. Screen and approve a HCV voucher holder based on your own rental criteria. Even though family is determined by DCA to be eligible for the program, the landlord must approve the family as a suitable tenant. Then fill out the Request for Tenancy Approval (RTA). Once submitted DCA will then determine the proposed rent is reasonable compared to similar units in the marketplace and not higher than those paid by unassisted tenants on the premises.



Step 3: Make sure housing meets minimum standards. An inspection of the unit will be conducted within fifteen (15) business days of the submission of the RTA. The inspection department will contact the landlord with the scheduled appointment date and time via mail or phone. If the unit fails inspection, the landlord must correct the deficiency(ies). DCA cannot start rent payments until a unit has passed inspection. All units must meet the following thirteen (13) HQS performance requirements both at commencement of assisted occupancy and throughout the assisted tenancy:



- Sanitary facilities
- Site and neighborhood
- Water supply
- Illumination and electricity
- Food preparation and refuse disposal
- Sanitary conditions
- Lead-based paint
- Structure and materials
- Space and security
- Smoke detectors
- Access
- Interior air quality
- Thermal environment

Step 4: Sign lease and HAP contract and start receiving payments. Once the lease has been signed between you and the participant, the signed lease must be submitted to DCA. Once the HAP contract has been executed you will be sent monthly HAP payments from DCA and the tenant will pay the remainder of the rent directory to you.

