

Project Based Vouchers FAQs

*Note: this process is currently in development and should not be considered a published or final version. DCA reserves the right to update or modify these FAQs and process insights based on additional information before publication, which is expected in early fall 2023.

1. What are project based vouchers (PBV), and how can they work in my development?
 - The Department of Housing and Urban Development (HUD) provides DCA with funding to administer Housing Choice Vouchers (HCV), where eligible participants apply and if selected will receive supplemental rental assistance. Selected participants pay no more than 30% of the income on rent directly to the landlord of a qualifying unit, and DCA pays the remaining rent balance directly to the landlord. These vouchers are typically provided directly to the tenant who is responsible for identifying a qualifying unit. However, with project based vouchers (PBVs), landlords set aside a certain number of their units to be occupied by voucher holders or existing tenants who would otherwise qualify as a voucher holder.
 - Landlords holding PBVs commit to keep these units available to voucher holders for at least 1 year but no more than 15 years, and DCA will allow existing PBV participants to renew their HAP contract given that the property and owner meet expectations of the contract throughout its term.
 - DCA expects participating properties to receive PBVs for at least 25 units, unless DCA provides a waiver of this requirement.

2. Which tenants will qualify and be selected for PBV units?
 - Existing voucher holders must meet income eligibility standards as outlined in [DCA's HCV Administrative Plan](#). Generally, voucher holders confirm income at or below 50% AMI.
 - For unoccupied units selected for PBVs, DCA will select and notify members of the HCV waitlist on their tenancy opportunity.
 - For more information on DCA's waitlist process, please review [How to Apply for the Housing Choice Voucher Program](#).
 - According to HUD regulations, no less than 75 percent of the families admitted to a PHA's tenant-based and project-based voucher programs during the PHA fiscal year from the PHA waiting list shall be extremely low-income families. DCA defines extremely low-income families as those whose annual income is below 30% of the area median income.
 - Current tenants who meet DCA's HCV eligibility requirements and are currently occupying eligible units will need to submit required proof of eligibility.

3. Which units will qualify as PBV units?
 - Units must be vacant at the time of the PBV proposal and selection, or units must be occupied by tenants who are eligible to receive vouchers.

- Developments can receive PBVs for no more than 25% of their units, unless otherwise notified by DCA of an exception. Note: additional supportive service requirements will be added to developments who accept PBVs for more than 25% of units.
 - DCA will assign a voucher for a unit with one bedroom for each two persons within the household (other than spouses). This includes separate bedrooms for persons of the opposite sex (other than spouses and children under age 5). For more information on bedroom requirements for eligible units, see Section 5 of [DCA's HCV Administrative Plan](#).
4. How much rent will be paid for PBV units?
- Qualifying tenants will pay no more than 30% of their income, and DCA will provide the remaining rent payment directly to the landlord or property owner.
 - The rent to owner including utility allowances must not exceed the lowest of:
 - An amount determined by DCA, not to exceed 120 percent of the applicable [Small Area Fair Market Rent](#);
 - An amount determined by DCA, not to exceed 120 percent of the applicable [Small Area Fair Market Rent](#) (SAFMR) for the unit bedroom size including any applicable tenant-paid utility allowance;
 - The reasonable rent; or
 - The rent requested by the owner.
5. What developments currently qualify for PBVs?
- Existing LIHTC properties that are already in service and newly awarded properties who have not completed construction are eligible.
 - There will be different processes based on existing and new construction properties and based on what year a property received a competitive LIHTC award. DCA will publish more information about these processes in early fall 2023.