



Neptune Court Relocation Orientation 2020

Facilitated By:



WELCOME AGENDA

1. Relocation Review
2. Housing Options
 - Other TNHA Unit
 - Section 8
3. Moving Expense Reimbursement Process
 - Self Moves
 - Security Deposit (Section 8)
 - Cable/Phone Transfer Fees
 - Realtor's Fee
4. Section 8 Eligibility Criteria
5. Questions & Answers
6. Closing Remarks

RELOCATION OVERVIEW

- All current lease compliant families living in Neptune Court are eligible for relocation assistance. In an effort to expedite the relocation process several steps will be taken:
 - A. All families will meet with the Relocation Counselor for the following:
 - An Individual Family Housing Need Assessment and Housing Counseling
 - Counsel Individual Families on Available Relocation Options
 - Public Housing (Senior Buildings or Family Sites)
 - Housing Choice Voucher (Section 8) – Private Sector
 - Track Families

RELOCATION OVERVIEW

- B. All residents must meet the screening standards as stated in the ACOP. Residents must be in GOOD STANDING meaning they must be:
- ▶ Lease Compliant
 - ▶ Current on Rent
 - ▶ Pass a Criminal Background Check for every adult (over 18 yrs. of age) Same as when you do at re-cert.
 - ▶ Able to have Utilities Connected in the Head of Household's name
 - ▶ Pass a Housekeeping Inspection

RELOCATION

- ▶ Current lease compliant families living at Neptune Court are entitled to, but not limited to the following:
 - ▶ Mobility Counseling
 - ▶ Meet one-on-one to determine household needs and relocation preferences
 - ▶ Identify comparable units
 - ▶ Explain relocation benefits and procedures such as: scheduling moving dates, security deposits, Gas and Electric deposits, phone and cable transfer for existing services
 - ▶ Referrals will be made, if necessary that will aid residents in transitioning to their new community.
 - ▶ Special Workshops on the following topics:
 - ▶ Good Housekeeping
 - ▶ How to Pack/Move
 - ▶ Being a Good Neighbor/Tenant
 - ▶ Budgeting and Money Management

LEASE COMPLIANCE

- A family is considered to be lease compliant if they meet the following standards, the breach of which would constitute a serious violation of the material terms of the lease:
- Compliant with terms of the lease
- Is not delinquent on undisputed rent payments or a rent repayment agreement
- Able to activate utility services in the head of household name or a utility repayment agreement;
- Has no unauthorized occupants living in the household;
- Persons not engaged in current criminal activity that is a threat to the health, safety or right to peaceful enjoyment of the premises by other residents or staff;
- Have no conviction for manufacture of methamphetamines (lifetime ban) in federally assisted housing
- Any household member who is subject to a lifetime registration requirement under the state sex offender registration program (lifetime ban).
- Any household member has a criminal history in the past seven years that involved crimes of violence to persons or property. Crimes of violence to persons or property would include, but not be limited to destruction of property or vandalism, burglary, robbery or theft, drug trafficking, manufacture, use or possession, threats of harassment, assault or fighting, domestic violence, weapons offenses, criminal sexual assault and home invasion.

LEASE COMPLIANCE cont.

- Any household member with a criminal history that involved arson.

If one member of the family cannot pass the above criminal check, the family can still be considered lease compliant if the culpable member leaves the household. The Authority still retains the right to consider all circumstances related to a particular case. See 24 CFR part 966.4 (vii) (B).

- Has not damaged, defaced or removed the property of the Authority from a unit or development, unless the resident pays or is paying under a repayment agreement for damage or defacement and;
 - Has cooperated in timely recertification of income and family circumstances.
 - Housekeeping issues resolved.
- Families will not be allowed to move until these issues are addressed; however, the issues must be addressed no later than the date set forth in the 90 day notice. If the family described above cures the lease non-compliance prior to lease termination the family's relocation rights will be reinstated. If the non-compliance is not curable, the Authority may begin lease termination proceedings based on Federal and State law.
 - Vacant units will not be held for families who are curing lease non-compliance. These families will qualify for relocation only after the cure of lease non-compliance has taken place. Families can dispute a determination, of lease non-compliance through the Authority's Grievance Procedures, as described in the ACOP.

PERMANENT HOUSING CHOICE (HOUSING OPTIONS)

- ▶ A vacant TNHA unit in our public housing portfolio.
- ▶ If you are of age, or disabled a building designated for senior or disabled, belonging to the Authority.
- ▶ A Housing Choice Voucher (Section 8) to move anywhere within Neptune, neighboring cities or outside the state.



MOVING EXPENSES

- ▶ How to obtain reimbursements for associated moving expenses:
 - ▶ The following (5) pages list what each resident must submit to their Relocation Counselor in order to be reimbursed.
 - ▶ Failure to provide the required documents will result in delays or the denial of a reimbursement.

SELF MOVE REIMBURSEMENTS

- ▶ If the self move option is selected, the family is responsible for moving all personal property, and will be reimbursed the scheduled move cost amount when the residence is inspected and deemed vacant.

Standard Fixed Moving Reimbursement Expenses

- ▶ 1 Bedroom - \$ 850.00
- ▶ 2 Bedrooms - \$1,000.00
- ▶ 3 Bedrooms - \$1,150.00
- ▶ 4 Bedrooms - \$1,300.00





SECURITY DEPOSIT for Section 8 Families

All forms must be submitted to your Relocation Counselor:

1. A copy of the Housing Choice Voucher (provided by Section 8 Office).
2. A copy of the executed Section 8 HAP Contract (provided by Section 8 Office).
3. A copy of the signed Lease Agreement. (provided by owner and resident)
4. Designation for Security Deposit Form signed by landlord and resident.
5. A copy of the W9 Form signed by the landlord.

UTILITY SERVICES

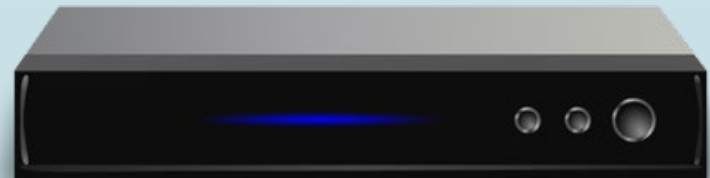
- You may need to submit a copy of your signed lease to the utility company.
- Once, the paperwork is completed. The company will give you an order form stating your account number and the amount of deposit, if needed.
- You will need to bring this form/first month bill stating the amount of deposit.
- Make sure your account number and your name (HOH) appears on the bill.



❖ All forms must be submitted to your Relocation Counselor.

CABLE TRANSFER FEE

- ▶ You must already have cable at the current address in order to receive transfer fee reimbursement.
- ▶ You will need to bring in your original work order form or your first month's bill stating your **transfer fee**.
- ▶ Make sure your account number and your name (HOH) appears on the bill.



TELEPHONE TRANSFER FEE

- ▶ First month's phone bill with new address listed, stating the transfer fee.
- ▶ Make sure your account number and your name (HOH) appears on the bill.



The following (5) pages list in detail Section 8 eligibility requirements. All residents who choose this option must meet these requirements to be considered for the Section 8 program.



SECTION 8 ELIGIBILITY CRITERIA

- ▶ Eligibility is based on being a lease-compliant occupant of Neptune Court.
- ▶ Let's go back to slides 6 and 7!



SECTION 8 SCREENING PROCESS

- ▶ All residents must meet the screening standards as stated in TNHA Administrative Plan.
- ▶ Residents must be IN GOOD STANDING meaning they must be:
 - ▶ Lease compliance
 - ▶ Current on rent
 - ▶ Acceptable criminal history for every adult (over 18 yrs. of age) family member on the lease
 - ▶ Current with utility obligations in order to be able to transfer connection in the Head of Household's name

HOUSING CHOICE VOUCHER

- ▶ Overview of Housing Choice Voucher Program
 - ▶ Funded by HUD
 - ▶ PHA does not act as landlord
 - ▶ Eligible families are issued a voucher
 - ▶ Families must search for a unit on their own
 - ▶ Voucher is issued for an initial period of 60 days and may be extended for an additional 60 days
 - ▶ Unit must comply with Housing Quality Standards (HQS)
 - ▶ Landlord must enter into a Housing Assistance Payment (HAP) contract with PHA
 - ▶ Family signs lease agreement with landlord
 - ▶ Family pays rent directly to the landlord

HOUSING CHOICE VOUCHER SCREENING PROCESS

- ▶ Eligibility Criteria for TNHA's Voucher Program that applies to residents:
 - ▶ Qualify as a Family.
 - ▶ Social Security Numbers are required for ALL household members regardless of age.
 - ▶ At least one member of the applicant family must be a Citizen or have eligible immigration status.
 - ▶ No applicant or member of the applicant family can owe money to TNHA or other Public Housing Authorities. If the family is already on a Repayment Agreement, all payments must be current.
 - ▶ No member of the applicant family has committed fraud, bribery, or any other corruption in connection with a federal housing assistance program.
 - ▶ All adult family members must sign all documents and consent forms required to determine eligibility for the HCV program.

HOUSING CHOICE VOUCHER SCREENING PROCESS

- ▶ Criminal background checks will be conducted for all adult members of the applicant family. Admission to TNHA's HCV program will be denied if:
 - ▶ Any household member has been convicted of manufacturing or production of methamphetamines.
 - ▶ Any household member has been evicted for drug-related or violent criminal activity within the past three years.
 - ▶ Any household member is subject to a lifetime registration requirement under a State sex-offender registration program in the state where the housing is located.

**NEPTUNE HOUSING AUTHORITY
IS COMMITTED TO
MAKING YOUR MOVING EXPERIENCE
AS SIMPLE AND
EFFICIENT AS POSSIBLE.**



RELOCATION TEAM'S CONTACTS

Danny Gonzalez-Bosques
Project Director
DGB Consulting Group
dgbosques@dgbconsultants.com

Mariseli Bonilla
Project Manager
DGB Consulting Group
mbonilla@dgbconsultants.com

Once we are provided a space at TNHA, we will provide you with phone numbers.

