

THE HOUSING spotlight

DUPAGE & KENDALL HOUSING AUTHORITIES

APRIL 20, 2017 | VOLUME 1 – ISSUE 2

Message from the Executive Director – Kenneth Coles



I look at SEMAP (Section Eight Management Assessment Program) two ways: as the performance standard that HUD judges our administration of their HCV program, and as a way to judge our performance in delivering needed services to the DuPage community.

Issuing vouchers and paying a HAP subsidy to landlords is not enough. We have to develop "best practices" in our service delivery that will help clients positively change their lives, and for those able, move along the path towards self-sufficiency.

With program funding constantly trending downward and no indication more funding will be allocated from Congress, our High Performer status means we have to use our "experiential imaginations" and create best practices.

Our goal to deliver more and more for less and less is not easy or impossible...but it will take a commitment from all involved - program participants, property owners, community partners and staff- for DHA to be successful.

K.Coles, DuPage Housing Authority

LIST AND VIEW UNITS ON WWW.GOSECTION8.COM

GOSECTION8.com works with landlords and public housing agencies to maintain the largest listing of voucher program rentals that are currently available in every market in the U.S. GoSection8.com does not charge tenants for their listings, which are available online, via e-mail, callers and by calling a toll free number. The goal is to connect landlords and tenant and assist by maintaining comprehensive list of certified rentals in their market.

Families

The comprehensive database lets families locate and compare affordable rental homes currently available in their area. GoSection8.com's listings are available online as well as through the bi-lingual call center at 1-866-466-SEC8 (7328).

Landlords

GoSection8.com provides landlords a large platform for reaching Section-8 eligible families. GoSection8.com provides a free listing option for all landlords and property managers. They also offer Premium services to landlords, such as cost-effective options for enhanced listings, exposure, and ongoing tenant placement services.

This is not the only source for you to advertise your unit or locate an available unit, this is the most utilized by voucher participants. Units may be available on local publications or online resources such as Rent.com, Zillow.com, Trulia.com, etc.

Landlords
List Your Property for Free



- Receive Guaranteed Rent
- Choose Between Free or Premium Listing Options
- Search Thousands of Tenant Leads
- More than One Million Website Hits Daily

Get Started Today at:
www.GoSection8.com

GoSection8.com
Toll Free: 866-466-7328
email: landlordsupport@gosection8.com | website: www.gosection8.com

Tenants
Find a Section 8 Rental



- Search Thousands of Properties
- Free Call Center Support
- Free Personal Account for Saving Searches and Favorite Properties

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DuPage Housing Authority
711 E. Roosevelt Road, Wheaton, IL 60187
P: (630) 690-3555 | F: (630) 690-0702
Hours: M, T, TH, F 8:30AM – 4:30 PM



Kendall Housing Authority
811 W John, Yorkville, IL 60560
P: (630) 593-8218 | F: (331) 207-8923
Hours: T, TH 9:00AM – 3:30 PM

FAMILY SELF SUFFICIENCY (FSS) PRESS RELEASE



A proud partner of the [americanjobcenter](#) network

On Wed. Feb 8, 2017, the DHA hosted 2 new Family Self-Sufficiency Program Graduates; Ms. Maronica Gibson and Ms. Demikkia Dixon to speak at their monthly staff meeting.

DHA Executive Director, Kenneth Coles, presented the opening remarks. He pronounced the FSS Program graduates as a high point of good news. Barbara Chen, DHA Finance Director, agreed and commented that the FSS program lets clients know we are connected to them more than just by paperwork. "Your success is our success. Thank you for your achievements".

Ms. Dixon was first to speak on her experience while in the FSS program. She is a DHA voucher holder and while here in the DHA office, she noticed FSS flyers and decided to call them for information. Suffering job loss and amid hard situations, she signed up for the program. The staff encouraged her throughout her progress and she secured employment and received raises. She is moving forward toward her goals of saving money and home ownership.

The next graduate to address the group was Ms. Gibson. Moving back to DuPage County from Tennessee with her children, and no job, made her realize she needed to get on track. After joining the FSS program she could accomplish her goals. The FSS program provided her with both the confidence and confirmation on knowing what she needed to do to move forward. Ms. Gibson feels truly grateful and blessed to be where she is now.

For more information on our Family Self-Sufficiency program feel free to contact Scott Lamantia at slmantia@dupagehousing.org

HELPING THE COMMUNITY

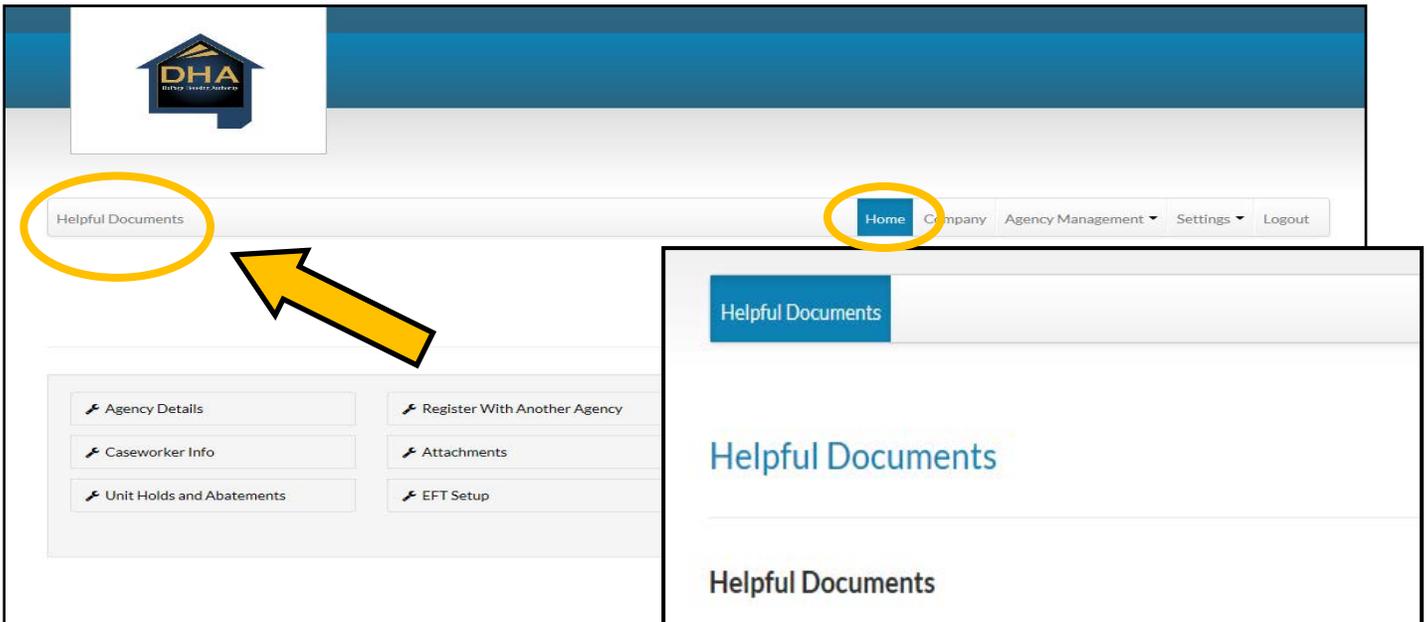
The WorkNet DuPage Career Center is home to several organizations that work together to help people get back to work. At WorkNet DuPage, job seekers are provided with an array of services to help along the road to employment. These include: job clubs, workshops, and customized job search assistance. Eligible youth job seekers can receive career planning guidance, paid job internships and on-the-job trainings. Scholarships up to \$10,000 are available to eligible job-seekers of all ages to attend trainings, obtain certifications, or pursue degrees in high-growth career paths. For more information about any of these services, please contact Jessica Barkwill at jbarkwill@worknetdupage.org or visit www.worknetdupage.org.



FINANCE TIP!

Thinking of selling your rental property? Contact the Housing Authority as soon as possible. The Housing Authority cannot process change of ownerships retroactively and will only apply to the next HAP payment due.

LANDLORD HOUSING RENT CAFÉ - HELPFUL DOCUMENTS



The 'Helpful Documents' section of the Landlord Housing Rent Café account contains downloadable versions of all documents necessary to manage your account relationships with both the Housing Authority and your tenant.

Documents found within this section include:

- a.) **Program Information**, such as a GoSection8 Property Listing Form (see accompanying article for more information) and tenant screening tips;
- b.) **Owner/Landlord Leasing Information**, such as contract rent increase and lease extension forms;
- c.) **Owner/Landlord Leasing Packet** information, including direct deposit authorization forms (required when you need to change direct deposit accounts). All documents necessary to maintain your account with both the Housing Authority and your tenant are available for your convenience within your Café account.

To create a Landlord Housing Rent Café account or for general assistance with your existing account, please contact Jim Stafford at (630) 593-8209.

Helpful Documents

Please click on the following links for Program Information:

- Tenant Screening Tips for Landlords
- The Basics for Owner/Landlord
- HQS Self Inspection Checklist
- A Good Place to Live
- Owner/Landlord Guidebook
- GoSection8 Property Listing Form
- Housing Quality Standards (Inspections) Power Point Slides
- 2016 Tax Abatement Packet and FAQ
- Current Territory Listing

Please click on the following links for Owner/Landlord Leasing Information:

- Change of Ownership with Attachments
- Re-contracting Instructions with Attachments
- Contract Rent Increase with Attachments
- Lease Extension Renewal Instruction with Attachments
- Instructions for Move-In Packet and Move-In Packet (RFTA 2016)

Individual Attachments within Owner/Landlord Leasing Packets:

- Direct Deposit Authorization Form
- Disclosure of Info on Lead Based Paint and Hazards
- Economic Disclosure Statement
- IRS Form W9
- Unit Characteristics for DHA and KHA

Inspector's Corner

- ✓ It's that time of year again! Time to change the batteries for smoke and carbon monoxide detectors!
- ✓ Make sure your gutters are clean to avoid damage from buildup to roof or interior of home.
- ✓ Make sure downspouts are properly attached to keep water away from foundation.
- ✓ Spring is a good time to clean areas of your home that have been neglected. Keep your home healthy!

Follow this link for a Spring Maintenance checklist:

<https://www.bobvila.com/articles/2355-spring-home-maintenance-checklist/#.WP-3Jmyns3A>



Q: What is the difference between absorbing and billing?

A: "Absorbing" means that the RPHA (receiving public housing authority) would take over the funding for your voucher. "Billing" means that the RPHA would send a bill to our housing authority, to pay for the funding of your voucher.

Tenant tip!

There has been a recent change effective **2/8/2017**, to our port-out policy. DuPage and Kendall Housing Authorities can no longer approve a port-out unless the receiving public housing authority (RPHA) would be absorbing you into their program, rather than billing. This change is due to the recent decreases in funding from The Department of Housing and Urban Development (H.U.D.).

If you are interested in porting out, you must first find out if the RPHA is absorbing or billing. If they are absorbing, you can submit your written request, to port-out, to your caseworker. Then, our portability department will send a formal inquiry to the RPHA to confirm absorption. Once that confirmation is returned to our agency and you meet all other requirements for porting out, your port out may then be approved by our agency. If the RPHA confirms that they are billing, we cannot approve your port-out.

Please note that if you are a client who "ported in" to our jurisdiction from another housing authority and we are currently billing your original housing authority, you may "port back" without the need to verify absorption or billing.

Tenant testimonial/ Success story

Kathy Metcalf

Ms. Metcalf just recently exited the Housing Choice Voucher program after being a tenant for almost 3 years. During her time being an HCV tenant, Ms. Metcalf saved money, corrected her credit, purchased a reliable vehicle, and took some courses studying her passion of art. Ms. Metcalf's landlord also allowed her the opportunity to display her creativity through redecorating and remodeling of not only her unit, but other units as well. Ms. Metcalf chose to leave the HCV program due to feeling comfortable and confident with the progress she made while on the HCV program.

Congrats, Ms. Metcalf! We wish you continued success, from the DuPage Housing Authority!