

SIRHA

Section 8 Housing Choice Voucher Program

The Section 8 Housing Choice Voucher Program is available in all 13 counties in SIRHA's service area. These counties are – Adair, Adams, Cass, Clarke, Decatur, Fremont, Mills, Montgomery, Page, Pottawattamie, Ringgold, Taylor and Union, excluding the city of Council Bluffs in Pottawattamie county. Otoe County in Nebraska City is also in SIRHA's service area.

Families are responsible for locating a unit that is eligible for the program. The family will pay rent to the landlord based on 30% of their gross monthly adjusted income. SIRHA will form a contract with the landlord to pay the difference directly to the landlord on behalf of the family.

How the Program Works:

- There is a waiting list for this program. Contact SIRHA for a preliminary application or the preliminary application is available online at <http://www.sirha-ia.org/html/preapp.html>
- Our waiting list is based on our best guess and is hard to accurately predict. As participants leave the program, assistance is offered to people currently on the waiting list. We assist applicants in order of their date and time of application.
- A criminal background check will be done on family members age 18 or older. The applicant will be contacted by phone or sent a letter regarding an initial appointment. During the appointment the family will complete paperwork to be certified for eligibility based on the family's income.
- SIRHA will then verify the information that was provided during the appointment to determine eligibility based off income.
- If eligible, the family will be mailed their Housing Choice Voucher and information to complete their briefing online. The briefing reviews all rules and regulations of the Section 8 Housing Choice Voucher Program and explains the process to use the Housing Choice Voucher to begin assistance at a unit.
- Once the briefing is completed, the required paperwork is returned, and the rent is found by SIRHA to be reasonable, the unit will be set up for a Housing Quality Standards Inspection (HQS). This inspection allows SIRHA to verify that the unit meets the HUD standards for safe and sanitary living conditions.
- The tenant's rental assistance will begin the first of the month following the unit passing the HQS inspection.
- Once on the program, tenants are required to report all changes in family composition and income to their designated case worker within 10 days of the change.
- The tenant will be recertified annually. The recertification is required to ensure that the family and the unit are still eligible for the program.
- If a family is determined not eligible for the program, they will be sent a letter informing them of the ineligibility. The family has 10 days to appeal the decision before their application will be withdrawn.