

FAMILY OBLIGATIONS TO THE PHA

Families who participate in the Section 8 Housing Choice Voucher program are required to comply with certain “Family Obligations.” These Family Obligations are required by HUD regulations and are listed on the Voucher. By signing your Voucher, you acknowledge your responsibilities and obligations for participating in the program. The list of Family Obligations is as follows:

Supplying Required Information

The family must supply any information that the PHA or HUD determines is necessary for administration of the program, and to certify or recertify a family. This includes evidence of citizenship or eligible immigration status. It also includes information about family income and household members.

Disclosing and Verifying Social Security Numbers

The family must disclose and verify social security numbers and must sign and submit consent forms for obtaining information.

True and Complete Information

Any information provided by the family must be true and complete.

Comply with Housing Quality Standards (HQS)

Generally, the owner is required to make repairs and provide routine maintenance. However, if a housing unit fails to meet Housing Quality Standards because of the following items, it is the responsibility of the family.

- The family is required to provide any utilities (such as electricity, gas, or water) that are not furnished by the owner. If you are responsible to provide utilities, make certain that they remain in service.
- The family is responsible for providing and maintaining any appliance that the owner does not furnish, such as a stove or refrigerator.
- The family is responsible for damages to the unit or premises (beyond normal wear and tear) that are caused by any family member or guest.

Allowing the PHA to Inspect the Unit

The family must allow the PHA to inspect the unit at reasonable times and after reasonable notice.

Violation of the Lease

The family may not commit any serious or repeated violation of the lease.

Family Notice of Move or Termination of Lease

The family must notify the PHA and the owner before the family moves out of the unit, or terminates the lease on notice to the owner.

Owner Eviction Notice

The family must promptly give the PHA a copy of any owner eviction notice.

Use and Occupancy of the Unit

The family must use the assisted unit for residence by the family and as the family's only residence.

Approval of Family Members

The members of the family must be approved by the PHA. The family must promptly inform the PHA of the birth, adoption or court-awarded custody of a child. The family must request PHA approval to add any other family members as an occupant of the unit.

Family Member Moves

The family must promptly notify the PHA if a family member no longer resides in the unit.

Foster Children

A foster child or live-in aide may reside in the unit with approval of the PHA.

Profit-making Activities

Family members may engage in legal profit-making activities in the unit, according to the lease terms, but only if such activities are incidental to the primary use of the unit as the family's residence.

Subleasing

The family must not sublease or sub-let the unit.

Assigning or Transferring

The family must not assign the lease or transfer the unit.

Absence from the Unit

The family must promptly notify the PHA of absence from the unit.

Interest or Ownership

The family must not own or have any interest in the unit.

Fraud, Crime and Other Program Violations

The members of the family must not commit fraud, bribery or any other corrupt, drug related criminal activity or violent criminal activity. The family must not engage in illegal use of a controlled substance; or abuse alcohol that threatens the health and safety or right to peaceful enjoyment of the premises by other residents.

Other Housing Assistance

An assisted family, or members of the family, may not receive Section 8 assistance while receiving another housing subsidy for the same unit.

FAMILY OBLIGATIONS TO THE OWNER

Abide by the lease.

Pay the rent on time.

Take care of the housing unit.

THE MOST COMMON PROGRAM VIOLATIONS

Most families who are selected for the program comply with the rules, but occasionally some do not. It is always unpleasant when someone violates the rules and penalties are required. To prevent families from embarrassment and hardship, the program rules need to be thoroughly understood. The most common violations are listed below.

Unauthorized Household Members

The persons you list on your application for housing assistance are the only persons who may reside in your housing unit. If you permit anyone who has not been approved by the PHA to reside in your unit, it is a violation of your Family Obligations, and it could result in the loss of your housing assistance. Contact your PHA representative before you allow someone to move into your unit.

Under-reporting Income

Whenever you are interviewed by the PHA, you will be asked to report all income received by everyone in your household. If a family withholds income, it causes the PHA to pay more money to the owner than the law requires. This is also a violation of a Family Obligation. In these cases the family is required to repay the money. In addition, it could result in the loss of assistance or, in some cases, criminal penalties.

Sub-leasing the Unit

When the PHA approves a unit for your family, it is for your family only. It is illegal for any family on the program to lease all or a part of their unit to anyone.

Not Reporting Changes

Changes in income or household members need to be reported immediately. Complete the Tenant Change Form included in your briefing packet and return to your Housing Representative along with the documentation to verify the change. Failure to report changes could result in repayment of money and/or loss of assistance.

Not Providing Information or Documents

When the PHA requests that you furnish additional information or documents, it is because it is a program requirement. If you do not furnish the information or documents requested, your application cannot be verified. This applies every time you are due for recertification.

Moving – Failure to get Prior Authorization

You **must** be issued a new voucher before you move. This means you **MUST** get permission from Aberdeen Housing Authority, and your housing representative, at least thirty (30) days before you would like to move from your unit. Failure to follow proper procedure may result in the loss of your housing assistance.