

# ABOUT THE VOUCHER

The initial term on the Voucher is 60 days from the date you receive it. If you are unable to find housing within the first 60 days, your Voucher may be extended for an additional 30 days. A second 30-day extension may be granted if you have been actively looking for housing but are unable to find a home to fit your needs and affordability.

The bottom line..... you have a total of 120 days to utilize your Voucher. However, you **MUST** request your extensions in writing to WMHA prior to the voucher expiring and you **MUST** be actively looking for housing. We do require a log be kept by you listing the units you have enquired about and the reason you were unable to rent.

Once you find a suitable unit, the Request for Tenancy Approval (RFTA) must be completed by your prospective landlord and returned to our office prior to the expiration date on your voucher. Once the RFTA has been received by our office, the clock will stop on your voucher pending approval of the unit by Housing Authority. Assuming the unit meets **affordability, rent reasonable** requirements, and passes the **NSPIRE Inspection**, the approval will be granted.

Please Note:

The rent for your unit **MUST** be rent reasonable:

**“Reasonable”** for this area as determined by HUD’s Fair Market Rent (FMR) and the Housing Authority surveys.

**AND**

The unit **MUST** be affordable:

**“Affordable”** based to your household income. Under the HCV program, participant families are responsible to pay 30 % of their adjusted household income towards rent and utilities. We cannot assist you in a unit, if your portion on rent and utilities is 40% or greater. The housing authority will determine your affordability prior to voucher assistance.

**AND**

The unit **MUST** pass HQS Inspection:

**“NSPIRE”** An inspection conducted by the housing authority to ensure the unit meets HUD regulations.

## **Subsidy Standards**

<b>VOUCHER SIZE</b>	<b>PERSONS IN HOUSEHOLD</b> <i>(Minimum-Maximum)</i>
1 Bedroom	1-2
2 Bedrooms	2-4
3 Bedrooms	3-6
4 Bedrooms	4-8
5 Bedrooms	6-10

Policy--- WMHA will assign one bedroom for each two persons within the household, except in the following circumstances....

>>>Persons of the opposite sex (other than a spouse) will be allocated separate bedrooms.

>>>Live in aids will be allocate a separate bedroom.

>>>Single person families will be allocated ONE bedroom.