



Section 8 Owner Newsletter

MARCH 2011

Housing Authority of the City of Los Angeles

www.hacla.org

Direct Deposit

New owners contracting with the Housing Authority for Section 8 rental assistance or owners with a change in ownership are required to enroll in direct deposit by completing and submitting the direct deposit enrollment form.

Current Section 8 owners are encouraged to apply for direct deposit for the timely receipt of their Housing Assistance Payment (HAP). HAP checks are postmarked on the **first business day of the month**. However, if you are a landlord enrolled in direct deposit you will receive payment safely and securely earlier than those receiving a paper check.

Sign up now to enjoy the benefits of direct deposit! You can download the application for direct deposit online at: www.hacla.org, click on "Owner Direct Deposit Enrollment Form."

Specific Types of Ownership Requirements

The Housing Authority requires the documentation listed below for property owners of specific types of ownership:

- Corporation: A copy of the filed Certified Statement of Corporation (S-O 200) or a copy of the Corporate Resolution, with all the officers listed (only the title page, the page identifying officers, and the signature page are required).
- Limited Partnership (LP): A copy of the filed Certified Statement of Limited Partnership (LP-1), which must be signed and dated by a verified general partner.
- Limited Liability Company (LLC): A copy of the filed Statement of Information of Liability Company (LLC-12) that names the LLC manager(s) or a copy of the Operating Agreement.

The Housing Authority will determine if any owner or proposed party to a HAP contract is on the Federal Government's Excluded Parties List or should otherwise be excluded from contracting with the Housing Authority by virtue of being debarred, suspended or subject to a limited denial of participation.

Deceased Tenants

The Housing Authority generates the Deceased Tenants Report monthly, which includes deceased dates for Section 8 Tenants. The report is the result of computer matching between the Social Security Administration (SSA) and the U.S. Department of Housing and Urban Development (HUD). It is important for you to notify the Housing Authority if your Section 8 tenant passes away.

If there is just one tenant living in your unit, and the tenant passes away, according to HUD regulations the Housing Authority is required to stop the HAP to the owner no later than the first of the following month in which the death occurred.

Compliance with Housing Quality Standards

During inspections the Housing Authority utilizes the U.S. Department of Housing and Urban Development (HUD) Housing Quality Standards (HQS). In addition, the Housing Authority applies some building and safety standards contained in the Los Angeles Municipal Code.

An HQS deficiency is any deficiency that causes the unit to fail to meet HUD's performance and acceptability criteria. You or your tenant must correct all HQS deficiencies identified by the Housing Authority Inspector. HQS applies to all housing types, including condominiums. Owners of condominiums are not exempt from maintaining exterior and common areas of the units they own.

If items are beyond repair, replacing the item maybe the best solution. Items that may require a replacement include: windows, aluminum sections of overhangs, door jambs, other woodwork, old caulking (bathtub, sink, shower) which requires applying new caulking. When replacing windows keep in mind that a permit is required and replacements should be size for size.

Compliance with Housing Quality Standards

Fraud

Fraud

If you suspect any Section 8 client or owner of committing fraud you can contact MySafeWorkplace. MySafeWorkplace is a 24-hour incident reporting system.

It is a confidential and anonymous tool that makes it easy to report fraud. Either log-on at www.mysafeworkplace.com or call toll-free (800) 461-9330 to make a report any time of day or night. Your confidential report will be forwarded instantly and discreetly for review and proper handling.

After submission, you will be able to anonymously receive and send messages pertaining to your report. You can check the status of the report you made and continue anonymous communications.

Section 8 Owner Orientation Seminars

These sessions are designed to explain how the Section 8 Program works from the property owner's perspective.

March 2011

Orientation Schedule

Saturday, March 5, 2011

Tuesday, March 15, 2011

Wednesday, March 30, 2011

Sessions are scheduled from 10am-12:30pm. The dates are also posted on our website at www.hacla.org. You must reserve a seat to attend one of the March 2011 sessions by calling (213) 252-1253. Please leave a contact number. The schedule is subject to change. Persons with a hearing impairment should call the TDD Line at (213) 252-1639.

Keep your units Lead free. The City of Los Angeles provides free lead hazard remediation. Call: (213) 808-8935 or (213) 808-8678 for more information.

Property listing service is available online at www.hacla.org under Section 8, "Property Listings."

You can also register by phone at 1-877-428-8844.

HACLA's 2600 Wilshire Boulevard building is undergoing renovations. There are scaffolds and special lighting with a direct pathway from the front doors to the elevators and main stairwell. Please be careful when entering and exiting the main lobby.