

Financial Considerations

OACAC calculates the amount of rental assistance for each family. The level of assistance is based on family size and income. Each month OACAC will pay a portion of the monthly rent directly to you as the owner and the tenant will pay their share to you as well. In some cases, OACAC will pay all of the rent.

Lease Approval

After the family finds a home suitable to their needs and after the home passes the inspection requirements, OACAC will execute a Housing Assistance Payments Contract with you as the owner. Simultaneously, you will execute a lease with the family. OACAC can furnish a standard program lease if you do not have one you normally use. If you have a lease you wish to use, OACAC will attach a Tenancy Addendum to it which contains provisions HUD requires. Sample copies of these documents are available upon request.

OACAC staff will be happy to answer any questions you may have after reading this brief guide. Please call us at

(417) 864-3444.



THANK YOU for your interest in the OACAC Housing Assistance Programs.

FUNDING SOURCE

The Housing Assistance Program is made possible by grants from the U.S. Dept. of Housing and Urban Development and other resources.

A Check List for Housing Quality Standards (non-conclusive)

- (1) Walls, floors, ceilings, roof and windows must be in good repair.
- (2) The rental unit must have hot and cold running water, no plumbing leaks. Hot water heater must have a pressure relief valve and a discharge line that comes within 6 inches from the floor.
- (4) Adequate heating system.
- (5) Locking windows and doors.
- (6) Each living and sleeping room must have a window and either one permanent light fixture and one electrical outlet, **OR** two working electrical outlets.
- (7) The rental unit must have an indoor bathroom with flush toilet, tub or shower and sink. The bathroom must also have a window or other adequate ventilation.
- (8) There must be a bedroom for every two family members.
- (9) There must be a kitchen with a sink that has hot and cold running water; space to store, prepare and serve food; a cooking stove (all burners and oven must work), and a refrigerator. The tenant can furnish the stove and/or refrigerator.
- (10) If the rental unit is a mobile home, it must be equipped with tie downs and it must be skirted.
- (11) If there are 4 or more stairs, there must be a hand rail.
- (12) There can be **NO** cracking, peeling or chipping paint on the exterior of the rental unit. There can be **NO** peeling paint anywhere on the interior of the home.
- (13) One working smoke detector must be present on each level of the rental unit, regardless of unit type. This includes the basement level.
- (14) The neighborhood and the site on which the rental unit is located must be free of health and safety hazards.



Owner guide to the
OACAC Housing
Assistance Program



Empowering People, Enriching Communities



EQUAL HOUSING
OPPORTUNITY

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General Information

This Owner Guide has been prepared by the Ozarks Area Community Action Corporation (OACAC) who administers rent subsidy programs in the following counties in Missouri: Barry, Christian, Dade, Dallas, Greene (excluding the city of Springfield), Lawrence, Polk, Stone, Taney and Webster.

OACAC has been helping low income families pay their rent in Southwest Missouri since 1978. Federal and State funds will be used to help income eligible families pay their rent - a rental subsidy program. The rental assistance program enables families to obtain decent, safe, sanitary and affordable housing by subsidizing a portion of each family's monthly rent and paying it directly and promptly to the property owner.

As a private owner of rental property you play a critical part in OACAC's ability to help income eligible families with their rent. Your willingness to participate as an owner is a primary link to providing safe and decent rental housing to families who have very little income. OACAC makes it possible for them to afford your rental housing. Any type of private rental property is eligible (single family, apartment, duplex or mobile home). You retain normal management rights and responsibilities including tenant selection, rent collection, property maintenance and lease termination.

One of the most commonly misunderstood facts about rental assistance is: The rental subsidy goes with the tenant and the tenant has the right to choose where they want to live. OACAC has no control over where a "certified applicant" chooses to live. This is a "finders-keepers" program.

Participating families are selected from a waiting list which contains the names of all "eligible" families who have applied to OACAC for help with their rent. OACAC has far more families who apply for the program than it is funded to help. That is why OACAC maintains a Waiting List.

OACAC HOUSING ASSISTANCE PROGRAM

Equal Housing >>>

OACAC provides equal housing to all applicants. No one shall be denied assistance on the basis of their race, color, religion, sex, national origin, handicap or familial status. When OACAC has money available to assist a family, we notify the applicant next in line on the Waiting List.

Certifying Families >>>

OACAC "certifies" the applicant family to participate in the housing assistance program. This means that OACAC determines they meet all of the HUD requirements as an "eligible" family. OACAC verifies their income and determines the proper bedroom size needed according to the HUD requirements. OACAC does not certify that they have good rent habits. As an owner, you are responsible for using your normal tenant selection procedures to screen and select prospective tenants based on State and Federal laws.

Selecting a Home>>>

Certified families have 60 days to decide where they want to live. They may wish to continue living where they are or they may want to move. The choice is theirs.

Once a family has made the decision where they wish to live, an OACAC Housing Counselor will contact you to discuss rental price, repairs, utility arrangement, etc. The Counselor will help determine if your property meets the HUD requirements and is the appropriate size for the family.

OACAC offers three different rental assistance programs within the ten-county area. The rules and regulations are basically the same for each, however there are some slight differences. The most common program is the Section 8 Housing



Choice voucher program.

All properties must be Rent Reasonable and comparable to other rental housing in the locality. If you have any questions regarding the different programs, please feel free to contact any OACAC Housing Staff.

As an owner, you are under no obligation to

rent to a family which has been certified by OACAC. Reminder...it is your responsibility to choose your renters. OACAC simply tries to play "matchmaker" whenever possible to help the tenant during the housing search period.

Generally, an owner may not be related to any member of the tenant family as a parent, child, grandparent, grandchild, sister or brother. An exception may be approved to provide reasonable accommodation for a family member who has a disability.



Housing Condition >>>

A prospective home in which the certified family wishes to reside must be inspected by the OACAC staff to determine if the home meets all of the HUD Housing Quality Standards for the program. If it is determined that the home does not meet the housing quality standards, you will be given a list of repairs which must be completed before OACAC can begin rental payments on behalf of the family or individual. A simplified version of the inspector's checklist is included in this guide for your information.