



VOUCHER PORTABILITY

Under federal regulation, the Housing Choice Voucher Program has a ‘portability’ feature which allows the rental assistance provided to be ‘moved’ or ‘transferred’ or ‘ported.’ You can use this rental assistance in a unit not only in the area administered by the HRA of St. Cloud but also anywhere in the United States where there is a Public Housing Authority with the ability to administer it.

PORTABILITY FACTS

- Each Public Housing Authority may have some different policies, deadlines or rules which could impact the level of assistance available to you.
- There may be different payment standards or voucher values for each Public Housing Authority.
- There may be different utility allowances which, in turn, affect how much of the rental expense for which you will be responsible.
- Each Public Housing Authority has a policy for voucher size issued to a family.
- If you are a new program participant, your household income must be within the income limits of the Public Housing Authority where you want to live.

If you want to move to the St. Cloud HRA’s jurisdiction from another housing authority, contact your current HRA caseworker first. They will work with you to have your file sent to the St. Cloud HRA.

The initial housing authority will need to provide the following documents to the St. Cloud HRA:

- HUD-52665
- HUD-50058 (new admissions excluded)
- EIV report (new admissions excluded)
- Copy of the voucher
- Contact information for the head of household

*All other documents, such as Social Security cards, proof of income, proof of assets, etc. is not always sent and is the tenant’s responsibility to provide to the St. Cloud HRA in order to begin assistance within the St. Cloud HRA’s jurisdiction.

Once your portability paperwork is received; you will be mailed briefing documents, forms, and request for updated income, assets and expenses documentation. You will be given the Statement of Rules and Responsibilities regarding the Housing Choice Voucher rules of the program. All adults in the household must sign all forms and documents.

Once a Request for Tenancy Approval (RFTA) is received, the unit will be submitted for an inspection. It can take between 2-3 weeks for the inspection to be scheduled. Once the unit passes inspection and the participant is determined to be eligible for assistance, the landlord will receive paperwork to complete and return in order to receive payment. The participant will also receive notification of their rent portion at this time. The deadline for RFTA’s is the 15th of the month prior to the month assistance will start. Example: August 15th deadline for assistance start date September 1.