

# OPPORTUNITIES & BENEFITS FOR HOUSING PROVIDERS

## DUBUQUE'S HOUSING CHOICE VOUCHER PROGRAM

### A \$7 Million Annual Contribution to the Local Economy:

In Fiscal Year 2017, almost 300 Dubuque housing providers participated in the Housing Choice Voucher (HCV) Program. Those providers received nearly \$5 million in federal funds through the City of Dubuque and over \$2 million from HCV residents.

The City of Dubuque seeks to increase the number of housing providers (landlords) that participate in Dubuque's Housing Choice Voucher (HCV) Program. **Being an HCV housing provider offers significant benefits and can also give you the satisfaction of making it possible for low-income individuals and families to enjoy decent, safe, and sanitary housing. More than half of all Dubuque HCV residents are elderly and/or disabled.**

Making sure everyone has a decent place to live is an important priority for the City of Dubuque. Dubuque's rental assistance programs are designed so most participating households pay about 30% of their monthly adjusted income towards their rent, keeping housing affordable. **Why is affordable housing important? When people have a safe, affordable place to live, they are able to reach their full potential.**

### WHAT IS THE HOUSING CHOICE VOUCHER PROGRAM?

The Housing Choice Voucher (HCV) Program is the federal government's major program to assist families and individuals in finding decent, safe, and affordable housing in the private sector. Since housing assistance is provided on behalf of the family or individual, participants are able to find their own housing, including single-family homes, townhouses, and apartments. The HCV Program promotes fair, equitable housing by allowing voucher recipients more choices for qualify, safe, affordable housing.

Dubuque's Housing Choice Voucher Program is a federally funded program administered by the City of Dubuque Housing and Community Development Department and is designed to assist lower-income households with their monthly rental payments. Voucher recipients choose their own units on the open market and they normally pay 30-40% of their income towards rent and utilities. The remainder of the rent is paid directly to the landlord by the City of Dubuque Housing and Community Development Department.

Many low-income households in our community rely on housing providers who are willing to participate in the program. The subsidy paid on behalf of the resident helps households to rent in many different neighborhoods in Dubuque.

### DID YOU KNOW?

- Housing Choice Voucher rent payments are deposited directly into the landlord's account.
- You screen and select your own tenants. The City may be able to provide you with helpful tenant background information.
- You use your own lease and tenant rules.
- You set your own rent! The Housing Choice Voucher can even pay a little more for rent in certain areas of the city.
- You may rent to as many or as few Housing Choice Voucher residents as you choose.
- You manage the property according to Iowa Landlord/Tenant Law. None of your rights as a landlord change because of Housing Choice Voucher occupancy.
- The City of Dubuque offers free advertising of vacant HCV units.
- There is no inspection fee for units inspected for HCV participation and the HCV inspections meet the requirements for the rental licensing inspection.

# WANT TO KNOW MORE?

BECOMING A  
PARTICIPATING PROVIDER  
*is as easy as 1, 2, 3!*



1

If you have a vacant unit to rent, consider advertising "Housing Vouchers Welcome" or "will accept Housing Vouchers." You can list your vacant units with the City for free! You still have all rights to select or deny the applicant for your housing unit based on your own criteria.

2

As you probably know, housing providers are required to conduct a background check on prospective tenants before renting to them, through this program or otherwise. Upon request, the City can provide you with some helpful information about tenant background/history. Once you have selected your tenant, the HCV participant will have a "Request for Tenancy Approval" packet for you to complete the necessary forms. When the forms are returned to our office, along with the lease (leaving only the dates blank), City staff will contact you to schedule an initial inspection to ensure that it meets basic housing code.

3

Once the unit passes inspection, and the lease and contract are completed, the housing provider will start to receive payments on behalf of the resident on the date agreed upon by all parties. The lease is an agreement between the resident and the housing provider for a one-year period. The contract is an agreement between the housing provider and the City of Dubuque Housing and Community Development Department. The resident is responsible for the payment of the security deposit directly to the housing provider. The amount of the security deposit should be the same as what you charge other non-assisted tenants.



For additional details on Dubuque's Housing Choice Voucher Program, visit [www.cityofdubuque.org/HCV](http://www.cityofdubuque.org/HCV) or contact the City of Dubuque Housing and Community Development Department at 563.589.4230 or [housing@cityofdubuque.org](mailto:housing@cityofdubuque.org).

*We would be happy to answer any questions you might have.*

