



# Maintaining Your Voucher



The traditional Housing Choice Voucher (or “voucher”) is not time-limited. As long as you: (1) follow the program rules, (2) continue to qualify for housing assistance payments based on your income, and (3) based on your PHA's policy, continue to apply based on your assets, you can keep your voucher until you no longer need it. These are some of the basic requirements around maintaining your voucher:

## Notify the Public Housing Agency About:



Updates to income



Family changes



Moving out



Extended absences



### Do's



Live in the home



Allow inspections



Participate in reexaminations



### Dont's



Damage unit



Violate lease



Commit crimes

## LOCAL HUD FIELD OFFICE

If you feel that your local public housing agency (PHA) is applying these policies incorrectly, contact your local HUD field office.

Look up the field office near you here: <https://www.hud.gov/local>

 Flip to the other side to see additional Family Obligations.



# Maintaining Your Voucher: Frequently Asked Questions

## ✔ What information am I required to regularly report to the public housing agency?

- **Updates to income:** You need to submit any information your PHA requires about changes to your family's income for your regular reexamination or interim reexamination.
- **Family changes:** Tell the PHA of changes to your family such as a new birth or death in the family. Request in writing to add any other family member to the household. Tell the PHA if anyone in your household moves out.
- **Moving out:** Tell the PHA and your property owner if you plan to move out or end your lease.
- **Extended absences:** Notify the PHA if you are away from your home for a long time.

## ✔ What obligations do I have regarding the unit?

- **Live in the home:** You need to live in the home as your only residence.
- **Allow inspections:** You need to allow the PHA to inspect the unit for periodic inspections or inspections related to a complaint or emergency.
- **Keep in good standing with lease:** You cannot commit a serious or repeated lease violation.
- **No damages:** You cannot damage the unit beyond normal wear and tear.
- **No committing crimes or using illegal drugs:** You cannot participate in any drug-related or violent criminal activity and cannot commit any other crime that would threaten or bother your neighbors. You also cannot use illegal drugs or abuse alcohol in a way that bothers your neighbors.

## ✘ What other violations could lead me to losing my voucher?

- **Failing to complete a recertification:** You need to recertify your information with the PHA when requested. This includes verifying your income and who lives in your household.
- **Allowing non-household members to stay with you:** Only family members on your voucher can live with you. You have to request to add new people to your voucher.
- **Committing crimes related to the voucher:** You cannot commit fraud, bribery or any other corruption or criminal act in connection with the program.
- **Receiving double subsidies:** You cannot receive voucher assistance while also receiving housing rental (or mortgage) assistance from another government program.



*These are just examples of big program requirements. Other requirements exist.*

*To learn about additional HCV tenant resources, see: <https://www.hud.gov/hcu/tenants>.*

*Also contact your PHA for more information.*