



HOUSE NOTES

Building a Better Community

CITY OF PASADENA HOUSING DEPARTMENT

Section 8 Program Participant/Owner Newsletter

June 2022

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www.cityofpasadena.net/housing/

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City to Launch Eviction Prevention Rental Assistance Program

The City of Pasadena is launching a rental assistance program for very low-income Pasadena tenants who are behind on their rent and have been served an eviction notice for non-payment of rent. (Current participants in rental assistance programs like Section 8 are NOT eligible for this program.) The TBRA Eviction Prevention Program is designed to help tenants stay in their current residence by providing subsidized monthly rent for up to 24 months, and will pay up to 6 months of rent arrears.

Applications will be available for download on July 5, 2022. More information may be found here:

<https://www.cityofpasadena.net/housing/tbra-ep/>.

Landlord News

Property Owners: July Payment will be Mailed/Posted on July 5

As a result of the City of Pasadena fiscal year end processing, the housing assistance payments to owners for the

month of July will be electronically deposited to the bank account on file or mailed to the payee on Tuesday, July 5, 2022. The timing of the July payments will only effect July. Future months' payments will be deposited or mailed on or before the first of the month as in past practice.

Rent Increase Freeze in Unincorporated Pasadena

Rental units in unincorporated areas of LA County, including unincorporated Pasadena, are currently covered by COVID-19 Tenant Protections, including a freeze on rent increases. More information can be found here:

<https://dcba.lacounty.gov/noevictions/>.

This does not apply to units within the Pasadena city limits.

\$2500 Landlord Incentives Available

Rent your vacant unit to a voucher holder who is at risk of or experiencing homelessness and you may be eligible for a landlord incentive payment of up to \$2500. Emergency Housing Voucher holders are currently looking for rental units. In addition to the monthly rent subsidy, landlords renting to these voucher holders will receive a \$2500 per unit bonus and security deposit assistance. To list your unit or for more information, please contact Anne Lansing at alansing@cityofpasadena.net or (626) 744-6701.

Tenant News

Important Reminder of Requirement to Report Changes

Program participants are required to report income and household changes within 15 days. Failure to report changes can result in termination from the rental assistance program.

If your household income has changed, even a little, or members of your household moved in or out, you are required to report this change to us in writing. If you have failed to report previous changes, or have a change you need to report, you must do so now in order remain in good standing with the Section 8 program.

You do not need to have back-up documentation in order to report the change. You just need to complete the Update of Family Circumstances form. You may submit the backup documentation once you have received it.

To report changes in income or family composition, you may do so in person at the Housing Department, Monday-Tuesday 8am-1pm and Wednesday-Thursday noon-5pm, or by mail using the form available here: <https://www5.cityofpasadena.net/housing/section-8/forms-and-handouts/> under Update of Family Circumstances.

Reporting your income accurately and completely is a critical requirement of program participation, and allows us to continue to provide rental assistance to your family and other families in need. Don't risk your assistance over failure to report changes.

Expiration of most COVID-19 Waivers

Several waivers to program regulations were adopted in response to the COVID-19 pandemic, to allow participants in the rental assistance program to remain safe at home, and because many businesses and agencies were closed, making it difficult to gather program-required documentation. These waivers included alternate inspection and

annual reexamination procedures, and allowed extended absence from unit. As most COVID-19 closures have now been lifted, and the allowable waiver periods have passed, these waivers have now expired.

The Housing Department requested to HUD to extend the waiver that allows approval of additional voucher search time, and this extension was granted. This waiver allows voucher holders searching for housing to request an additional 90 days search time, and this waiver will expire on December 31, 2022.

Please take this time to re-read the Obligations of the Family to ensure that you are aware of what you need to do to remain in good standing with Section 8 requirements.

You can find the Obligations of the Family form on the Housing Department website under Section 8/Forms and Handouts, here:

<https://www.cityofpasadena.net/housing/wp-content/uploads/sites/23/Obligations-of-the-Rental-Assistance-Program-Participant-Family-Form.pdf?v=1655333158060>

Staffing Changes and New Assignments

Housing Assistant Kim Mota

The Housing Department is pleased to introduce the newest member of our rental assistance occupancy team. Kim Mota has worked in the Housing Department for the past three years, as an Office Assistant. She was recently promoted to Housing Assistant and will be working with program participants and property owners to administer the Housing Choice Voucher Program. Ms. Mota comes to this position with experience with other rental assistance programs and a broad foundation of knowledge about Housing Department operations. Congratulations, Kim!
