



PORTABILITY INFORMATION BRIEFING FORM

Participants in the CVR New York, Housing Choice Voucher Programs are permitted to transfer their rental assistance from one Housing Agency's (HA) jurisdiction to another.

You are eligible for Portability under the following circumstances:

- 1 – If you are a resident of the Initial HA's jurisdiction at the time you applied for assistance;
- 2 – You are a current participant and in compliance with the HA program obligations;
- 3 – You do NOT have a repayment agreement in place.

If the above describes your situation, you can port to another jurisdiction.

OBLIGATION OF THE ASSISTED FAMILY:

- 1 – Notify the initial HA of where they want to move; (see cvrnewyork.com for HA listing across the country)
- 2 – Submit a Request for Tenancy Approval and proposed Lease to the receiving HA for approval no later than the Voucher expiration date;
- 3 – Comply with all HUD program rules regarding family obligations and receiving HA's administrative policies.
- 4 – Communicate with the receiving HA to ensure on-going compliance.

OBLIGATIONS OF INITIAL HA:

- 1 – Contact the receiving HA to determine if it will:
 - a) Accept the Housing Choice Voucher and administer it on behalf of the initial HA;
 - b) Issue a Voucher of its own;
- 2 – The initial HA must verify to the receiving HA that the family is eligible for assistance, a Voucher has been issued to the family and inform the receiving HA of the deadline by which the family must submit a Request for Tenancy Approval.
- 3 – Send all required documentation to the receiving HA in a timely fashion

FACTORS YOU SHOULD CONSIDER WHEN THINKING ABOUT RELOCATION UNDER THE PORTABILITY REGULATIONS

What **MAY** change for you if you move?

- 1 – Fair Market Rent limits – if you move outside of the county where you currently reside, the HA to which you are moving may have different Fair Market Rent limits established by HUD. You must abide by the Fair Market Rent/Housing Choice Voucher Payment Standard limits that apply in your new location.
- 2 – Payment Standards are different at every HA
- 3 – Occupancy standards – the Housing Agency to which you are moving may require you to find an apartment of a different bedroom size to comply with local occupancy standards.

What **WILL** change for you if you move?

The goal of portability is to improve the quality of your family's life. When you are thinking of moving to another area, you should evaluate how your life will improve in terms of work, school, safety and services. You should make every effort to find out what opportunities your new community can offer you to make your move a successful one.

HOH Signature		Date	
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