

# News Update



## Message from the Director

**S**eaason's Greetings! It is time for the Cuyahoga Metropolitan Housing Authority (CMHA) Housing Choice Voucher Program (HCVP) to ring in the New Year as we embark on a new journey toward continued improvements and achievements.

The past year has been filled with many high points for the HCVP, including winning an Award of Excellence from the National Association of Housing and Redevelopment Officials for the online Rent Affordability Calculator. It was truly an honor to be recognized for our continued efforts to ease the process of working with the HCVP.

The HCVP was also proud to launch another new internet tool for landlords, the Landlord Portal. Hundreds of owners have already registered and begun to reap the benefits, which include viewing payment confirmations and receiving e-mail alerts of newly scheduled inspections. Interested owners should visit [www.cmha.net/llportal](http://www.cmha.net/llportal) to sign up today.

2010 also marks an important time for our nation because a new census will be taken. The census is important for many reasons, including the employment opportunities discussed in this edition of the newsletter. It is extremely important to our community that everyone take the time to fill out the census cards scheduled to be mailed in March.

We hope that you enjoy the first newsletter of the New Year. Please review the changes that have been made to the HCVP Administrative Plan, announcements about new landlord training dates, and requirements for substantial rehabilitation.

May you all have a happy, safe, and prosperous New Year! ❄️

## Job Opportunities with the U.S. Census Bureau

**EVERY 10 YEARS THE U.S. CENSUS BUREAU HIRES THOUSANDS OF WORKERS TO ASSIST WITH THE IMPORTANT TASK OF COUNTING EVERYONE LIVING WITHIN THE COUNTRY. 2010 WILL MARK THE NEXT CENSUS TAKING, AND HUNDREDS OF TEMPORARY POSITIONS ARE AVAILABLE NOW.**

**A**ll HCVP participants are encouraged to apply for these positions, which are vitally important to the community. This information will be used to determine many things affecting future funding, retail development, and state representation.

There are many positions available, and **income earned through the U.S. Census Bureau is not counted by the HCVP!** Available positions have pay rates ranging from \$8.25 to \$19.00 per hour. Employees are paid weekly and compensated for any time spent during training.

These positions are ideal for anyone interested in a flexible work schedule and looking to earn extra money. To qualify you must:

- be legally authorized to work in the U.S.
- be over 18 years old.
- pass a basic written skills test.
- pass a background check.

The written skills test consists of 28 multiple-choice questions. Testing centers will hold review sessions prior to each test to help applicants pass the examination, and the test may be offered in Spanish when requested.

Anyone interested in earning extra money with a flexible work schedule while also making a difference in their community should apply. To find out more information please contact the U.S. Census Bureau at 1-866-861-2010 or visit their website at [www.2010censusjobs.gov](http://www.2010censusjobs.gov).

## City of Cleveland Waste Collection Fee

**T**he City of Cleveland has recently instituted a monthly waste collection fee. Landlords **cannot** automatically charge this fee to participants of the Housing Choice Voucher Program. The HCVP is currently assessing how this can be incorporated into Utility Allowance calculations. Watch for more information in the February issue of the HCVP Monthly Update, on the website and on the Landlord Portal.

## Census Facts

### WHAT IS THE U.S. CENSUS?

A way to measure changes in population growth.

### HOW IS INFORMATION USED?

It affects state funding for community services, such as school lunch programs and senior citizen centers, and new construction, such as highways and hospitals.

It also determines how many seats each state receives for the U.S. House of Representatives.

### WHO WILL SEE MY ANSWERS?

All answers are confidential and used for statistical purposes only. It is **illegal** for answers to be shared with anyone, including other federal agencies or law enforcement.



## CMHA HCVP Administrative Plan Update

THE CUYAHOGA METROPOLITAN HOUSING AUTHORITY (CMHA) HOUSING CHOICE VOUCHER PROGRAM (HCVP) OPERATES UNDER FEDERAL REGULATIONS AND RULES THE CMHA BOARD OF COMMISSIONERS ADOPTS EACH YEAR AS THE ADMINISTRATIVE PLAN. KEY DIFFERENCES FOR 2010 ARE SUMMARIZED BELOW:

- In multi-family structures, two-family or larger, the landlord is required to maintain commonly shared areas that include lawn care. For single-family homes the lease must specify the responsible party for lawn maintenance. Tenants are only permitted to cover lawn care expenses in multi-family structures if they have exclusive use of the lawn.
- The provisions for rent increase requests were clarified to indicate that the rent to owner may be adjusted up or down. Any rent increase will be the lesser of the amount requested by the owner, or the amount not exceeding the prevailing annual percentage increase in the market area.
- Owners will be permanently terminated from participation in the HCVP if indicted for mortgage fraud, bribery, or any other corrupt criminal act in connection with any federal housing program.
- Family household composition is determined by the individuals listed on an application. Once a family has been interviewed by the HCVP, additions will only be approved due to birth, adoption, marriage, or court awarded custody.

To review the exact changes specified in the 2010 Administrative Plan, please visit the Housing Choice Voucher Program webpage located at [www.cmha.net](http://www.cmha.net).

## 2010 Landlord Training Update

The HCVP will continue its popular Brown Bag Lunch Workshop Series in 2010. The first installment will feature a demonstration of the newest online resource, the HCVP Landlord Portal. This new addition to the CMHA website allows owners to access information about their unit, such as payment confirmations and inspection dates, conveniently 24-hours a day.

This workshop will be held on January 22, 2010 at the Euclid Public Library located at 631 East 222nd Street, Euclid, OH 44123 from noon to 2 p.m.

New workshops are planned for April, July, and October. Each event is held during the lunch hour, with light refreshments provided. For additional information, and to learn about previous workshops, please log on to the CMHA website at [www.cmha.net](http://www.cmha.net), or contact Shawna Daugherty at 216.426.2808 or [daughert@cmha.net](mailto:daughert@cmha.net).

## Substantial Rehabilitation Requirements

Owners who purchase new real estate often perform significant repairs and modifications meant to increase their property's value prior to renting it through the HCVP.

Those seeking to have rehabilitation work factored into an initial inspection must meet Substantial Rehabilitation Requirements (SRR) and have the approval of the HCVP. In order to meet the SRR, units must have been either newly constructed in 2000 or later or substantially rehabbed in 2005 or later.

Substantial rehab consists of a comprehensive kitchen and bathroom renovation, plus **four** of the following:

- Paved Driveway
- Siding
- Gutter/downspouts
- Roof
- Total rewiring
- Windows, storms, screens
- Furnace or Central AC
- Total re-piping

Permits and receipts must be provided to the inspections department within 24 hours of the inspection.

## Calendar of Events

(Please arrive on time; latecomers will not be admitted.)

### Mover's Session Schedule

(Bring current photo ID)  
Every Tuesday and Thursday  
10:00 to Noon and 3:00 to 5:00 p.m.

Plus the following Saturdays 10:00 to Noon:  
January 9, February 13, March 13

### Landlord Briefings

(Required for new landlords before signing an HCVP contract; attendance is limited to 35 persons per Briefing)

Monday, January 4 ..... Noon – 1:30 p.m.  
Wednesday, January 13 ..... 8:30 – 10:00 a.m.  
Saturday, January 23 ..... 10:00 – 11:30 a.m.\*  
Friday, January 29 ..... 1:00 – 2:30 p.m.  
Saturday, February 6 ..... 10:00 – 11:30 a.m.\*  
Friday, February 12 ..... 1:00 – 2:30 p.m.  
Wednesday, February 24 ..... 8:30 – 10:00 a.m.  
Monday, March 1 ..... Noon – 1:30 p.m.  
Wednesday, March 10 ..... 8:30 – 10:00 a.m.  
Wednesday, March 15 ..... 3:00 – 4:30 p.m.  
Saturday, March 27 ..... 10:00 – 11:30 a.m.\*

\*Reservations are required for Saturday sessions: call 216-426-2808 or e-mail [daughert@cmha.net](mailto:daughert@cmha.net).

### Landlord Briefings on the Road at Cuyahoga County Libraries:

January 15 in Mayfield, 6080 Wilson Mills Road  
February 25 in Maple Heights, 5225 Library Lane  
March 24 in Brooklyn, 4480 Ridge Road

All sessions are from noon to 1:30 p.m.  
No reservations are required.

### Contract Signing Sessions

(Bring current photo ID)  
Contract Signing Sessions for Property Owners and Agents will take place 8:30 – 11:30 a.m. and 1:30 – 4:30 p.m. in the HCVP Computer Lab (3400 Hamilton Avenue, Entrance B) on the following dates:

January 6 and 20, 2010  
February 3 and 17, 2010  
March 3 and 17, 2010



**Board of Commissioners:** Ronald V. Johnson Jr., Chairman; Doris V. Jones, Vice-Chairperson; Robert E. Davis, William H. Smith, Natoya J. Walker  
**Chief Executive Officer:** George A. Phillips-Olivier; **HCVP Director:** Priscilla Pointer-Hicks  
**Housing Choice Voucher Program:** 3400 Hamilton Avenue, Cleveland, Ohio 44114, (216) 431-1471, TTY (216) 426-2903 or (216) 426-2904, [www.cmha.net](http://www.cmha.net)

CMHA's Housing Choice Voucher Program provides reasonable accommodations to persons with disabilities so they may participate in our programs, services and activities. If you need an accommodation, including auxiliary aids and/or services, please contact Customer Service at (216) 431-1471 (voice) or 1-800-750-0750 (Ohio Relay Service).