

The
Housing
Choice
Voucher
Program

News Update



The Housing Choice Voucher Program offices will be moving in June of 2011. Please see page 2 for directions to our new offices and a map.

Director's Message

Early in 2006, the staff of the Cuyahoga Metropolitan Housing Authority (CMHA) Housing Choice Voucher Program (HCVP) began welcoming Program participants and owners, alike, to our "new" temporary offices at 3400 Hamilton Avenue. Since coming to the St. Clair-Superior neighborhood, we have continued to provide good service to over 14,000 participants and 7,000 landlords our primary objective. While here, we have launched our on-line Rent Affordability Calculator, Applicant/Participant and Landlord Portals and IVR systems, as well as introduce expanded Landlord training. We've had a good run on Hamilton!

We are all happy to know, however, that our final move to permanent offices is rapidly approaching. This spring, we will join CMHA's centralized operations and administrative departments at our new Campus headquarters, located at 8120 Kinsman Road. The Authority has constructed two buildings at this location to better meet the needs of our organization.

The HCVP will welcome its applicants and participants, as well as the owners who accept Housing Assistance Payments, to these new offices, which have been designed with you, our customers, in mind. In addition to larger, more light-filled lobbies, visitors will have their own parking lot.

The move will be a major undertaking. CMHA will transfer staff from five different sites throughout Cleveland over the course of three weeks, beginning June 2nd, 2011. Operations within the HCVP, therefore, will be somewhat modified during June. Please, carefully read through this issue of our Quarterly HCVP Newsletter. Information on the move will also be readily available on the HCVP page of the CMHA website at www.cmha.net.

I look forward to seeing you when our new offices open for business on Monday, June 20th, 2011.

Priscilla Pointer-Hicks



Hamilton HCVP Office to Remain Open Through June 10th

H CVP Applicants, Participants and Landlords will continue to attend appointments, briefings and contract signings, as well as submit Requests for Tenancy Assistance (RFTA's) at 3400 Hamilton through Friday, June 10th, 2011. While visitors to this location may see moving boxes in the halls, our ability to serve stakeholders will not be interrupted during the first two weeks of the month.


However, no contract signings, landlord or participant briefings or movers sessions will be scheduled for the week of June 13th. Do not visit or bring any paperwork to the Hamilton Office after June 10th.

The HCVP will accept RFTA's during the week of June 13th but only at 1441 West 25th Street. Refer to the CMHA web site to confirm office locations, days and hours.

When visiting the HCVP for an appointment, which has been scheduled by letter, **always follow the directions in the letter** regarding location, date and time.



HCVP to Re-open with Full Services June 20th

 n June 20th, 2011, the HCVP will open for business in its new offices at 8120 Kinsman Road. Located just two blocks east of the newly developed Heritage View Homes, the Campus is easily accessed from all parts of Cuyahoga County. A visitor's parking lot is available immediately off Kinsman, and the offices are located directly on the #14 Kinsman RTA bus line and just one block east of the #2 East 79th RTA bus line. Campus hours are from 8 a.m. – 5 p.m.

DRIVING DIRECTIONS

From the south and west:

Take I-90 east, I-77 north, or I-71 north to I-490 east. Take I-490 until it ends at E. 55th St. Go right four blocks to Bessemer (2nd stop light.) Go left to E. 79th St. Take a left on E. 79th St. To Kinsman. Go right on Kinsman one block to 8120 Kinsman.

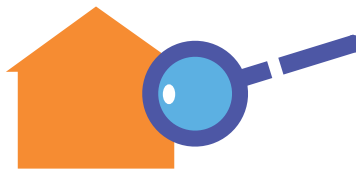
From the north and east:

Take I-90 west to E. 55th St.
Go south on E. 55th St. to Kinsman (just south of Woodland St.) and veer left onto Kinsman to 8120.



Inspections will Continue Throughout June

 hile the HCVP offices are moving, and staff will not see visitors at 3400 Hamilton after the close of business on June 10th, we will continue to conduct inspections throughout the month of June. Refer to your inspections letter for actual inspections dates and times. If you can't find your letter, check the Applicant/Participant or Landlord Portals at [www.cmha.net\apportal](http://www.cmha.net/apportal) or [www.cmha.net\lportal](http://www.cmha.net/lportal), respectively, or call 216-431-1471.



Board of Commissioners: Ronald V. Johnson Jr., Chairman; Doris V. Jones, Vice-Chairperson; Robert E. Davis, Ronnie A. Dunn, Ph.D., Natoya Walker Minor
Chief Executive Officer: George 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

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).

Calendar of Events

At 3400 Hamilton in the Learning Center (Door B) until close of business June 10th

Mover's Session Schedule (Bring current photo ID)

Tuesdays and Thursdays
10:00 to Noon and 3:00 to 5:00 p.m.
Saturdays Mover's Session:
10:00 to Noon, May 14th

Landlord Briefings

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

Saturday, May 7th 10:00 – 11:30 a.m.*
Friday, May 13th 3:00 – 4:30 p.m.
Monday, May 16th 3:00 – 4:30 p.m.
Monday, May 23rd Noon – 1:30 p.m.
Wednesday, June 1st 8:30 – 10:00 a.m.

Landlord Refresher Course

Friday, May 20th 3:00–4:30 p.m.

At 1441 West 25th Street

week of June 13th

Submission of RFTAs
Drop-off recertification paperwork

At 8120 Kinsman Road

beginning June 20th

Movers Session Schedule

(Bring current photo ID)

Tuesdays and Thursdays
10:00 to Noon and 3:00 – 5:00 p.m.

Landlord Briefings

Saturday, June 25th 10:00 – 11:30 a.m.

Contract Signing Sessions:

After accepting the final rent offer, the Contract Specialist will advise a landlord of the date, time and location to sign the contract. (Please bring a current photo ID and two copies of the signed lease agreement).

Landlord Briefings on the Road at Cuyahoga County Libraries:

May 24th Independence, 6361 Selig Drive
June 22nd ... Beachwood, 25501 Shaker Boulevard

When in doubt regarding the correct location, call 216-431-1471 or check out the HCVP page on the CMHA website at www.cmha.net.