

CITY COUNCIL REPORT

DATE: October 5, 2017

TO: Mayor and Councilmembers

FROM: Mark Landsiedel, Community Development Director
Sarah Darr, Housing Director

CC: Josh Copley, Barbara Goodrich, Leadership Team

SUBJECT: Closure of Section 8 Housing Choice Voucher Program Waiting List

The Section 8 Housing Choice Voucher Program (Section 8) waiting list will be closed on Tuesday, October 10, at 11:30am. The closure of Section 8 waiting lists is not unusual and is permitted by federal regulations. The United States Department of Housing and Urban Development recommends that waitlists be monitored and closed as needed to prevent the wait for a unit from becoming excessive (e.g. exceeding one year or more).

As of today, there are 546 active applicants on the Section 8 waiting list, with an average wait time of 552 days. Given that the turnover for the Section 8 program is approximately 50 households each year, the number of households currently on the waiting list exceeds the number that can be served in a suitable time frame.

A heavy turnout is anticipated for the next regularly scheduled applicant intake day, Tuesday, October 10, 2017, when program applications will be accepted from 8:30 to 11:30 AM. These additional applicants will be added to the waiting list, which in turn will also extend the wait time.

The waiting list will be reopened based on close monitoring of the ongoing movement of applicants on the list and the approximate wait time for those still waiting.

This closure of the list will also assist with a smooth transition of the current paper application process for Housing Authority Programs to an on-line application system, scheduled to be launched in January 2018.

The attached notice has been provided to our community partners and the newspaper.

RECOMMENDATION / CONCLUSION

This report is for information only.

CITY OF FLAGSTAFF HOUSING AUTHORITY

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PUBLIC NOTICE

CLOSING of the Section 8 Housing Choice Voucher Program Wait List

Effective Tuesday, October 10, 2017 at 11:30 am

The City of Flagstaff Housing Authority (CFHA) will close the Section 8 Waiting List effective October 10, 2017, 11:30 AM. Currently there are enough applicants on the wait list and the Section 8 program is operating at capacity.

Section 8 pre-applications will be accepted during the regularly scheduled application day Tuesday, October 10, 2017 from 8:30 AM to 11:30 AM and the list will then be closed. Any applications requested by MAIL MUST BE postmarked October 10, 2017 to be accepted.

What if I am already on the wait list for the Section 8 Housing Choice Voucher Program?

If your name is already on the wait list, you do not need to take any action at this time. CFHA will maintain your name, date and time you applied. As an applicant, you are still required to up-date your personal information by submitting changes in writing.

CFHA will continue to accept applications for the Public Housing (Conventional) wait list and will continue to accept referrals for the VASH and SRO Moderate Rehabilitation housing program from the local Veterans Administration and the Guidance Center.

There is not a scheduled date to re-open the Section 8 Housing Choice Voucher wait list. When CFHA is prepared to re-open, public announcement will be posted, including on the City of Flagstaff website, at <http://www.flagstaff.az.gov/2342/Housing-Authority> and in the local newspaper.

The City of Flagstaff Housing Authority does not discriminate on the basis of handicapped status in the admission or access to, or treatment or employment in, its federally assisted programs and activities.

Please contact the Maintenance Manager / CFHA 504 Coordinator with questions or concerns

(928) 213-2753