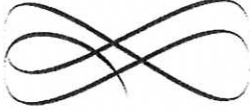


*NEW
PROGRAM*



**SECTION 8
LANDLORD
INCENTIVE
PROGRAM**



Opportunity:

Rent your apartments on a Section 8 lease without worrying about the security deposit being too small.

Here's help:

You can now apply for up to \$5,000 to reimburse you for unpaid property damage as a result of tenancy under Section 8.

- Rent to tenants with a Section 8 Voucher
- If there are damages, get a judgement (for damage resulting from that lease) in a Utah court (on or after July 1, 2017)
- Apply for reimbursement
- File a Satisfaction of Judgement

For details, contact HCD (sanobi@johnson@utah.gov or Sglines@utah.gov).

Section 8 Landlord Incentive Program, administered by Utah Housing and Community Development Division, Department of Workforce Services, 1385 South State Street, Salt Lake City, UT 84115.

**Department of Workforce Services
Housing and Community Development Division (HCD)
Olene Walker Housing Loan Fund**

Section 8 Landlord Incentive Program

1. Program Overview	Housing and Community Development (HCD) was directed by the Utah State Legislature to develop a pilot program for reimbursing persons under certain limited circumstances who provide housing to tenants using Federal Housing Choice Vouchers. The Section 8 Landlord Incentive Program is designed to provide financial assistance to landlords to mitigate damages caused by tenants as a result of their occupancy under the HUD Housing Choice Voucher Program, commonly known as Section 8, and to provide incentives for landlords to open more rental units to Section 8 tenants.
2. Eligibility Requirements	<p>A landlord may apply for financial assistance to reimburse them for qualifying damages to Utah rental properties for which a judgement was handed down on July 1, 2017 or later. To be eligible for the program, landlords must have leased to tenants through the HUD Housing Choice Voucher Program, also known as Section 8. The damages to the residence must exceed normal wear and tear.</p> <p>To qualify for the program assistance, a landlord must first obtain a judgement against a tenant from any Utah legal court, in the county in which either the tenant or the property is located.</p> <ul style="list-style-type: none">a) The time frame for appeal of the judgment must have expired without appeal or the judgment must otherwise not be subject to further judicial review. <p>Program assistance is limited to reimbursement for those amounts covered in a final judgment, less treble damages. Claim reimbursements may include expenses related to property damage, or other damages listed in the Section 3. "Qualifying Damages" that are satisfactorily described and documented in a claim from the landlord to HCD. Property damage claims must include the following:</p> <ul style="list-style-type: none">a) A Utah Court judgement dated July 1, 2017 or later for damages that resulted from a tenancy under a HUD Housing Choice Voucher (Section 8) lease;b) Documentation that the property damage was caused as a result of a tenant's occupancy, pursuant to a rental agreement in force under the Housing Choice Voucher Program at the time the damage was incurred;c) Certification that damages to property exceed normal wear and tear; andd) Requests for expenses of not less than \$500, but total claims payment of not more than \$5,000 per tenancy.

3. Total Assistance	a) A Judgment (less treble damages) may be paid in the full amount up to the \$5,000.
4. Qualifying Damages	<ul style="list-style-type: none"> a) Property damage in the amount of the legal judgement, for damage incurred as a result of tenants' occupancy under a Section 8 lease; b) Attorney fees; c) Court costs and fees; d) Loss of rental income during the time required for repairs with respect to qualifying property damage; e) Actual damages will be paid. Treble damages are excluded.
5. Program Delivery	<p>A landlord must submit a claim for program assistance to the Department within 60 days of obtaining a judgement against a qualified tenant. The time frame for appeal of the judgment must have expired without appeal or the judgement must otherwise not be subject to further judicial review. After submission of the application, HCD will notify applicants if the application is incomplete within ten (10) days. HCD will process applications and approve payments to landlords within forty-five (45) days of receiving a complete application.</p> <p>Checks or electronic transfers will be sent directly to the landlord once the landlord has <i>signed</i> the satisfaction of judgment. After receiving payment, a landlord must <i>file</i> the satisfaction of judgment within thirty (30) days. A copy of the filed satisfaction of judgment must be <i>delivered</i> to the department within 10 days of filing.</p> <p>Future rent is excluded from claims to this fund. Damage claims and claims for rent lost while repairs were being made may be treated as two separate claims; therefore they may to be in separate judgments. When a landlord signs the satisfaction of judgment for a damage claim, the landlord is still eligible to file a second claim for a judgement for rent lost due to time required to make qualifying repairs (apart from normal time required to re-rent the property) so long as total payment is under \$5,000 per tenant.</p>

Olene Walker Housing Loan Fund
Housing and Community Development Division (HCD)
Department of Workforce Services

Section 8 Landlord Incentive Program Request for Reimbursement

This form is for landlords seeking reimbursement for property damages incurred by Section 8 Housing Choice voucher tenants, and for rent lost while repairs were being made. The following information and attachments are required to be submitted to Utah's Housing and Community Development Division.

Please note: Applications are for reimbursement. Claims are limited to amounts in excess of \$500 and less than \$5,000. A court judgment is required for all claimed amounts and must be attached.

Landlord/Payee (Plaintiff):

Name listed on court judgment _____

Mailing or Contact Address: _____

City/State/Zip: _____

Phone: _____ Email: _____

Have you filed State Form FI 16V – Direct Deposit Authorization Form for Electronic Funds Transfers (EFT) for Vendors with the Utah State Division of Finance? yes no

Do you elect to have payment made electronically? yes no

Court Judgment Information: (Judgement must be dated July 1, 2017 or later)

Entered Date: _____ County: _____

Case Number: _____ Amount: _____

Reimbursement Request:

Amount:

Vacancy Loss (while repairs were made) \$ _____

Property Damages (per judgement) \$ _____

Court Costs & Fees \$ _____

Attorney Fees \$ _____

Total Reimbursement Request (not to exceed \$5,000) \$ _____

Tenant Information:

Tenant Name: _____

Last Known Address: _____

City/State/Zip: _____

Address where damages occurred: _____

Date of Move- Out: _____

Phone: _____ Email: _____

Alternate Contact for Tenant: _____

Participating Housing Authority or Nonprofit:

Housing Authority Name: _____

Address: _____

City/State/Zip: _____

Contact Name: _____

Phone: _____ Email: _____

Required Attachments:

Court certified copy of the judgment and money award dated July 1, 2017 or later. This court document identifies the "Plaintiff" (Landlord) presenting the claim, the "Defendant" (Tenant), and the total amount awarded by the judgment. It is signed by the judge. (Note: this is not the same as a Forcible Entry Detainer (FED) or eviction judgment);

Final security accounting containing an itemization of damages, eligible costs and vacancy loss while repairs were made;

Housing Choice Voucher Contract Part A and Housing Authority termination notice or alternative proof of Section 8 Housing Choice participation that identifies lease term, rental rate, the landlord, tenant, property address, date lease was fully signed and the participating housing authority;

Completed W-9 showing the individual/company payee.

Legal Certification:

The landlord (or property manager) attests under penalty of perjury by signing this document that all entries including all attachment entries are true and correct. Landlord will report within 10 days any payment on the judgment received after submission of this application for reimbursement and/or after reimbursement is received, and that any recovered monies will be reimbursed to the Program. The landlord also attests that no appeal of judgment has been filed or received related to this application for payment and that claimed damages occurred during the lease period.

Landlord agrees to file a satisfaction of judgment in the amount of the reimbursement with the court which issued the judgment, within **30** days of payment from the Landlord Incentive Program or any source. Landlord also agrees to send a copy of the filed satisfaction of judgment, within **10** days of filing, to the Section 8 Landlord Incentive Program, Housing Programs, Utah Housing and Community Development Division, 1385 South State Street, 4th Floor, Salt Lake City, UT 84115.

Signature _____ Printed Name _____

Date _____

For HCD Office Use Only

Date Received:	Approved By:	Approval Date:
Contact with Landlord:	Payment Details:	