



BOSTON HOUSING AUTHORITY

Leased Housing
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Boston, Massachusetts 02111

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(This information is available in alternative format upon request.)

FAMILY OBLIGATIONS OF THE HOUSING CHOICE VOUCHER PROGRAM

Violation of the Family Obligations listed below by action or failure to act may result in termination of housing assistance.

1. *Supplying required information.*

- The family must supply any information that the BHA or the Department of Housing and Urban Development (HUD) determines necessary in the administration of the program, including submission of required evidence of Citizenship or eligible immigration status as required by federal regulations. "Information" includes any requested certification, release or other documentation.
- The family must supply any information requested by the BHA or HUD for use in a regularly scheduled reexamination of family income and composition in accordance with HUD requirements.
- The family must disclose and verify social security numbers and must sign and submit Consent forms for obtaining information.

2. *Housing Quality Standards (HQS) breach caused by family.* The BHA may terminate a participant from the Section 8 program for life threatening HQS violations that the participant does not correct within twenty-four (24) hours. The BHA may terminate assistance for non life-threatening HQS violations that the family does not correct the violation within thirty (30) days. The BHA may also terminate a participant under this provision for one or more of the following reasons:

- The family fails to pay for any utilities that the owner is not required to provide, but which are to be paid by the tenant.
- The family fails to provide and maintain any appliances that the owner is not required to provide, but which are to be provided by the family.
- If any family member or any guest damages the dwelling unit or common areas beyond ordinary wear and tear.

3. *Allowing BHA inspection.* The family must allow the BHA to inspect the unit at reasonable times and after reasonable notice.

4. *Violation of lease.* The family may not commit any serious or repeated violation of the lease

5. *Family notice of move or lease termination.*

- The family must notify the BHA and the Owner before the family moves to out of the unit, or terminates the lease on notice to the owner.
- The family must give the BHA a copy of the thirty-day notice of termination that the family gave to the owner before the family can move to a new apartment with assistance.

6. *Owner eviction notice.* The family must promptly give the BHA a copy of any owner eviction notice. Promptly means within two weeks of receiving the eviction notice for the purposes of this section.

7. *Use and occupancy of the unit.*

- The family must use the assisted unit for residence by the family. The assisted unit must be the family's only residence.

- All family members residing in the unit must be approved by the BHA.
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 - The family must promptly notify BHA (within thirty (30) days) that a family member no longer resides in the unit.
 - If the BHA has given approval, a foster child or a Personal Care Attendant may reside in the unit.
 - A family member may engage in legal profit making activities in the unit, but only if such activities are incidental to the primary use of the unit for residence by members of the family.
 - The family must not sublease or let the unit.
 - The family must not assign the lease or transfer the unit.
- 8. Absence from the unit.** The family must supply any information or certification requested by the BHA to verify that the family is living in the unit, or relating to a family absence of the unit, including any BHA requested information or certification regarding family absences. The family must cooperate with the BHA for this purpose. The family must promptly notify (within thirty (30) days) the BHA of an absence from the unit. Absence means that no member of the family resides in the unit.
- 9. Interest in the unit.** The family must not own or have an interest in the unit.
- 10. Fraud and other program violation.** The members of the family must not commit fraud, bribery, or any other corrupt criminal act in connection with the programs.
- 11. Crime by family members.** The members of the family may not engage in Drug-Related Criminal Activity or Violent Criminal Activity or other criminal activity that threatens the health, safety or right to peaceful enjoyment of other residents and persons residing in the immediate vicinity of the Premises.
- 12. Alcohol abuse by family members.** The members of the family must not abuse alcohol in a way that threatens the health, safety or right to peaceful enjoyment of other participants and persons residing in the immediate vicinity of the premises.
- 13. Other housing assistance.** An assisted family, or any member of the family, may not receive Section 8 tenant-based assistance while receiving another housing subsidy, for the same unit or for a different unit, under any duplicative (as determined by HUD or in accordance with HUD requirements) federal, State or local housing assistance program.

Certification of Understanding

I hereby certify that I understand my obligations under the Section 8 program and that my failure to comply with these obligations may result in the termination of my participation in the program.

Signature of the Head of Household: _____ Date: _____

Attention: If you or any family member is/are a person with a disability according to federal or state law and you feel that you need a reasonable accommodation in BHA policies or procedures you may request a reasonable accommodation by completing a Request for Reasonable Accommodation Form. This form is available at our offices or on our website, www.bostonhousing.org.