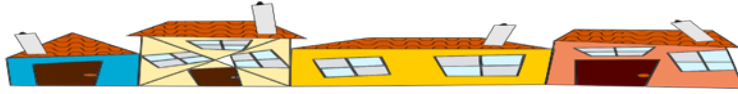


# OCALA HOUSING AUTHORITY



## PORTABILITY INFORMATION

### **THE OCALA HOUSING AUTHORITY \_\_\_\_\_ IS \_\_\_\_\_ IS NOT, ABSORBING VOUCHERS.**

One of the features of the Housing Choice Voucher Section 8 Program (HCV) is the mobility of the assistance. Section 8(r) of the United States Housing Act of 1937 provides that HCV participants may transfer to housing authorities anywhere in the U.S. provided the Housing Authority (HA) administering the tenant-based program has jurisdiction over the area where the participant wants to transfer. The term **portability** refers to the process of leasing or purchasing a dwelling unit with housing voucher tenant-based assistance outside of the jurisdiction of the HA that initially issues the household its voucher (the Initial Public Housing Agency). Program regulations covering where a household may move and the responsibilities of the Initial Public Housing Agency and the Receiving Public Housing Agency (the PHA with jurisdiction over the area to which the household moves) are found in CFR sections 982.353 through 982.355

#### **STEP 1:** Notify you HA that you want to Port to the Ocala Housing Authority (OHA)

You should notify you Initial Housing Authority (IHA) to let them know you want to move to Ocala. Your agency is the IHA if you plan to port to the OHA. The IHA must mail, email or fax the Portability Packet to the following address:

**Ocala Housing Authority**

**PO Box 2468**

**Ocala, FL 34478**

**Last name A-L Shaneka Greene ([sgreene@ocalahousing.org](mailto:sgreene@ocalahousing.org))--352.620.3644**

**Last name M-Z Stephanie Reynolds ([sreynolds@ocalahousing.org](mailto:sreynolds@ocalahousing.org))--352.620.3366**

**Fax: 352.369.2649**

Hand carried Portability Packets by the participant is not acceptable. It may take 2 to 3 weeks for the Portability Department to receive your paperwork in the office. You must contact the Portability department to see if your information has been received.

#### **STEP 2:** Appointment Interview

You will be given an appointment for your intake interview when it has been confirmed that your Portability Packet has been received.

A disabled person may bring someone with them to assist with reading and/or understanding the process, etc. If you need a translator or reasonable accommodations, inform the OHA Specialist during your intake interview.

You must submit the following information:

- Birth certificates and social security cards for all family members
- Photo ID's for all family members 18 years of age or older
- **Police and Sheriff Background checks for all family members 18 years of age or older from the city and county you are porting from.**
- Proof of all household income, current bank statements for checking and savings accounts, assets and food stamp award letter, child support award letter, SSI and SS award letter, pension, VA benefits letter, Unemployment letter.
- Marriage license, divorce decree

The OHA does not determine the eligibility of the portable household; you have been determined eligible by your IHA. Our function, as the receiving PHA, is to make sure that all the documentation, signatures and /or verifications required by this agency and HUD are in the participant's file. Porting families must meet the income guidelines of the OHA. See the limits below:

Family size	1	2	3	4	5	6	7	8
Extremely Low Income 30%	\$12,140	\$16,460	\$20,780	\$25,100	\$28,850	\$31,000	\$33,150	\$35,250
Very Low Income 50%	\$18,700	\$21,400	\$24,050	\$26,700	\$28,850	\$31,000	\$33,150	\$35,250

The OHA may reject households that have been involved in criminal activity within the last three (3) years. It is the policy of the OHA to deny program participation to families who have criminal activity within three (3) years as indicated above. If you or any household member has any arrest and/or criminal activities within the last (3) years, your portability may be denied and your port papers will be returned to your IHA.

The bedroom size on your voucher will be change to the occupancy standards approved by the OHA Administrative Plan. The OHA uses the standards **two (2) heart beats per bedroom same sex regardless of age.**

HUD publishes the Fair Market Rents (FMR) for each market area in the U.S. The PHA must establish payment standard amount for each unit size. Unit size is measured by the number of bedrooms. The payment standard amount on the PHA schedule is used to calculate the monthly housing assistance payment (HAP) for a family.

**OCALA HOUSING AUTHORITY PAYMENT STANDARDS (PMS)**

BEDROOM SIZE	PMS
0	568
1	641
2	780
3	1039
4	1153
5	1326

**We look forward to serving you, thank you for choosing the OHA**

(Revised – 9.11.18)

