FAQ for Mainstream Non-Elderly Disabled (NED) Voucher

What are NED vouchers?
NED Housing Choice Vouchers enable non-elderly disabled families to lease affordable private housing of their choice. NED vouchers also assist persons with disabilities who often face difficulties in locating suitable and accessible housing on the private market.

What families are eligible to apply for NED vouchers?
Only income eligible household members who is a non-elderly (age 18-61) person with disabilities who is transitioning out of institutional or other segregated settings, or at serious risk of institutionalization, homeless, or at risk of becoming homeless. Families with only a minor child with a disability are not eligible. Applicants will be selected from the THDA's HCV waiting list.

How does THDA determine if a family is income eligible for the NED vouchers?
In general, the family's income may not exceed 50% of the median income for the county or metropolitan area in which the family chooses to live. By law, a PHA must provide 75 percent of its voucher to applicants whose incomes do not exceed 30 percent of the area median income. Median income levels are published by HUD and vary by location. The PHA serving your community can provide you with the income limits for your area and family size.

How do families obtain NED vouchers?
Families may apply for a NED voucher when the waiting list is open. The application will be reviewed and entered into our computer system for placement on the appropriate waiting list in the order that it was received and ranked according to established preferences. Once an eligible NED family has reached the top of the HCV waiting list THDA will send the applicant a notice of appointment to determine eligibility and issue a voucher to the family if all requirements are met.

How long can I expect to be on the waiting list?
Once you are placed on the waiting list the wait time varies depending on the Housing Choice Voucher program funding and voucher availability.

How do families obtain a unit once they have a voucher?
It is the responsibility of the family to find a unit that meets its needs. If the family finds a unit that meets the housing quality standards, the rent is reasonable, and the unit meets other program requirements, the THDA approves the unit, a lease is executed between the family and the owner and then the THDA executes a HAP contract with the owner. This contract authorizes THDA to make subsidy payments on behalf of the family. If the family moves out of the unit with approval of the THDA and it has complied with all program requirements, the contract with the owner ends and the family can move with continued assistance to another unit.
**How much rent do vouchers cover?**
The THDA generally pays the owner the difference between the THDA determined payment standard for the family size and the family’s total tenant payment. The family may choose a unit with a higher gross rent than the payment standard and pay the owner the difference, but upon initial occupancy the family’s share is capped at 40 percent of the family’s monthly adjusted income.

**How to Apply for Housing Assistance If you are a Non-Elderly Person with Disabilities?**
Applicants may apply directly to the THDA Section 8 waiting list through the referral process from one of the Continuum of Care Partners.

**What are my obligations as a tenant?**
Participants who are renting a home under the Housing Choice Voucher Program have responsibilities towards both the landlord and the Section 8 rental unit. Thus, the participant must agree to:

- Send regular updates on income and eligibility to the PHA.
- Pay their portion of the rent regularly.
- Allow the PHA to inspect the unit whenever necessary.
- Repair any damages caused by family members.
- Maintain the property and not destroy it.

**What are my obligations as a landlord?**
The landlord is required to screen the tenants and select the family that they believe is the best choice. The landlord must also perform regular property maintenance, provide the necessary supplies and utilities and meet all requirements set by HUD, the THDA’s Administrative Plan, as well as those stated in the lease contract.

**What are the obligations of the Tennessee Housing Development Agency?**
The THDA is responsible for determining the eligibility of the applicants, inspecting the rental units before a family moves in and calculating the amount of rental assistance the tenant will receive. The THDA also makes the Housing Assistance Payment (HAP) payment directly to the landlord.

**How can I report changes in my family’s size, address or income?**
If there are any changes in your family related to income, size, composition or address, you must update your information with the THDA as soon as possible. You will be required to provide supporting documentation, and you will have to inform your landlord if you would like to add new members to your household. The applicant must keep their mailing address current with the Tennessee Housing Development Agency (THDA). If you do not update your mailing address with THDA you may miss receiving important information related to your housing and your name may be removed from the waiting list.

Address changes for your application can be submitted to HCVInfo@thda.org or mailed to:
What should I expect at the eligibility briefing appointment?
Once your name reaches the top of the waiting list the THDA will send you a Notice of Initial Eligibility Determination & Briefing Appointment letter in order to determine your eligibility for the Housing Choice Voucher (HCV) program. All adult household members eighteen and older must attend the appointment.

The purpose of the appointment is for the THDA to determine initial eligibility and for the applicant to learn about the HCV program and family responsibility and obligations under the program. At this appointment, all adult members must sign the THDA required paperwork before a voucher can be issued. The appointment notice will inform you of what documents you are required to bring to your appointment.

What happens if my application is approved?
If the THDA determines that the family is eligible a HCV packet is issued to the family to begin their search for a rental unit. The term of the voucher is 60 days and the expiration date is listed on the voucher along with the number of bedrooms the family qualifies for. The family must locate a unit and return the Request for Tenancy Approval before the voucher expires or the family will be denied participation in the program.

What happens if I am denied Section 8 assistance?
If the THDA decides that you are not eligible for a Mainstream Voucher, you will receive a denial letter stating the reasons behind the decision. If you were denied assistance by the THDA, you can file an appeal to contest the decision. You must request an informal hearing.

What counties does THDA administer vouchers in?
The THDA serves 72 counties across the state. To view the list of counties served by the THDA please go to www.thda.org. THDA maintains a list of available units that can be accessed through www.tnhousingsearch.org. The site is frequently changes due to rental unit availability.

What regulations cover NED vouchers?
The same regulations that cover regular vouchers also cover NED vouchers. These regulations are found in 24 CFR Part 982. The only difference with NED vouchers is the population that must be served.

Where can I learn more about the HCV Program?
For more information about the Housing Choice Voucher program, please visit the THDA website at www.thda.org.