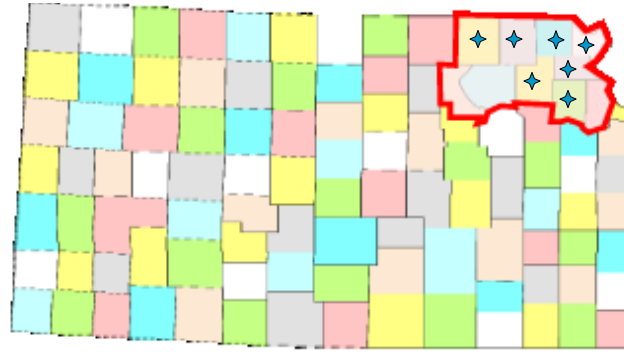


STAMP

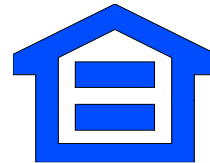
NEK-CAP, Inc.  
Section 8 Existing Housing Voucher Program  
PO Box 380  
Hiawatha, KS 66434-0380



## NEK-CAP, Inc. PHA Service Area



Rural areas and towns in the following counties are included in the Housing Choice Voucher Program: Atchison (except the City of Atchison), Brown, Doniphan, Jackson, Jefferson, Marshall and Nemaha.



### Equal Housing Opportunity

NEK-CAP, Inc. Public Housing Authority does not discriminate against race, color, national origin, sex, religion, age or handicapped states in employment or provisions of programs or services.

**NEK-CAP, Inc.'s VISION**  
*One by one all individuals, families and communities become self-reliant.*



# NEK-CAP, Inc.

*We provide comprehensive education and social services to low-income community members through collaborative partnerships focused on promoting the development of individuals and families, empowerment, and economic security.*



## Housing Choice Voucher Program

A Guide for  
Prospective Landlords



NEK-CAP, Inc.  
Northeast Kansas Community Action Program  
Brown County Housing Authority  
1260 220th Street - PO Box 380  
Hiawatha, KS 66434  
Phone: 785-742-2222 ~ Fax: 785-742-2381  
nekcaph@nekcaph.org ~ www.nekcaph.org

## What is Section 8 Housing?

“Section 8” is the name of a National Housing Program funded by the U.S. Department of Housing and Urban Development (HUD). “Existing Housing” means tenants rent an existing house, duplex, apartment or mobile home from a private owner. The dwelling was not built specifically for housing assistance, but it is an existing structure, previously rented to tenants paying full rent.

## How does it work?

It provides rent subsidies to low-income families and individuals. Family income and composition primarily determines eligibility.

## As a landlord, why should I participate?

- ◆ You will stabilize vacancies, as a family receiving a subsidy will be less likely to vacate.
- ◆ You will receive a reasonable rent that will cover your operating expenses and provide you a return on your investment.
- ◆ You will receive a prompt payment each month from the PHA, in addition to the portion which your tenant pays.
- ◆ Your current tenant can receive Section 8 assistance if income limits are met.

## What type of housing is eligible?

All types can be considered...single family, duplex, apartment and mobile home.

- Units must be suitable size for tenant as determined by Housing Authority Guidelines.
- Unit must be decent, safe and sanitary.
- Unit will be inspected and must meet Housing Quality Standards of the Housing Authority.
- Unit must not exceed reasonable rent; rent must be affordable for tenant in accordance with HUD Regulations.
- Unit must be located in Atchison (except City of Atchison), Brown, Doniphan, Jackson, Jefferson, Marshall or Nemaha Counties.

You are the landlord; you choose your tenants. You maintain the property yourself and may evict for good cause.

## What about contracts and leases?

You complete a lease agreement with the tenant. You also arrange a security deposit with tenant up to the maximum permitted by law. You sign a “Housing Voucher Contract” with NEK-CAP, Inc. PHA. The Housing Voucher Contract outlines the Authority’s “guarantees” and your “responsibilities” to which both agree, for as long as tenant is assisted with rent. If a problem arises that a tenant and owner cannot resolve after earnest effort, the Housing Authority will attempt to mediate a satisfactory solution.



As a landlord, I am interested in participating in NEK-CAP, Inc PHA Section 8 Existing Housing Assistance Program. I have the following properties in Atchison (outside the City of Atchison), Brown, Doniphan, Jackson, Jefferson, Marshall, and/or Nemaha Counties. (Return this portion to NEK-CAP, Inc.)

Landlord Name: \_\_\_\_\_

Address & Phone: \_\_\_\_\_  
\_\_\_\_\_

## Address of properties

1. \_\_\_\_\_  
\_\_\_\_\_

(Street, City, County)

# \_\_\_\_\_ of bedrooms; \$ \_\_\_\_\_ monthly rent

Utilities furnished: \_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

(Street, City, County)

# \_\_\_\_\_ of bedrooms; \$ \_\_\_\_\_ monthly rent

Utilities furnished: \_\_\_\_\_

3. \_\_\_\_\_  
\_\_\_\_\_

(Street, City, County)

# \_\_\_\_\_ of bedrooms; \$ \_\_\_\_\_ monthly rent

Utilities furnished: \_\_\_\_\_

4. \_\_\_\_\_  
\_\_\_\_\_

(Street, City, County)

# \_\_\_\_\_ of bedrooms; \$ \_\_\_\_\_ monthly rent

Utilities furnished: \_\_\_\_\_