

LINC VI Rental Assistance Program

Fact Sheet for Host Families

March 2015

What is the LIVING IN COMMUNITIES (LINC) VI Rental Assistance Program?

The LINC VI rental assistance program helps families with children move out of shelter and reunify with host families consisting of friends or relatives (“host families”). The City will pay rent to you on behalf of your friends or relatives (the “LINC family”) for up to five years so long as funding for the program remains available and the LINC family continues to live with you and be eligible for the program.

How do I host a LINC family?

First, you and the LINC family must agree to live together in your residence.

Second, the LINC family will provide you with a form called a “Primary Occupant Statement,” which asks for information about you and the other people who currently live with you and explains the terms of the program. Along with this form, you will need to submit:

- Proof of ownership or tenancy (a deed or a lease)
- An executed IRS Form W9
- Signed consent forms authorizing the City to conduct the clearances described below

Third, the City will perform clearances on the current occupants of your residence to determine whether living with the host family poses a risk to the safety of the LINC household. This clearance will include reviewing any records maintained by the New York City Administration for Children’s Services (ACS) , and checking the Statewide Central Register for Child Abuse and Maltreatment (SCR) and the New York State Sex Offender Registry. The City will also contact you to schedule an evaluation of your residence to make sure it is not overcrowded, and that there are no safety concerns.

Finally, when the LINC family’s application has been approved, the LINC family will move in with you. At the time of move-in, the City will pay you the pro-rated current month’s rent and the first month’s rent. The City will also give you a security deposit voucher if you have agreed to host the LINC family for at least one year. After that, you will receive monthly rent checks from the City.

How much can I charge for rent?

The maximum rent you can charge for hosting the LINC family depends on three factors:

1. The rent may not be more than the LINC family’s proportionate share of the rent for your entire residence. This usually means that the rent can’t be more than half of the total rent for the residence.
2. The rent may not be more than the maximum rents based on LINC family size listed in the chart below.

LINC VI Rental Assistance Program Chart			
LINC Family Size	1 or 2	3 or 4	5+
Maximum Rent	\$650	\$750	\$1,000

3. If you receive public assistance, the rent may not be more than your rent obligation for the residence minus your public assistance shelter allowance.

Maximum Rent Examples:

Example 1: LINC Family size 2 Host Family's rent \$1000 Max LINC household rent \$500 (half of host family's rent)	Example 2: LINC Family size 2 Host Family's rent \$1500 Max LINC household rent \$650 (max rent for family of 2)
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The rent includes heat, hot water and utilities. Since the City is paying the LINC family's rent, you may not ask the LINC family to pay you anything for housing. **"Side deals" are strictly prohibited.**

All agreements are between you and the LINC family and the City is not a party to any lease or rental agreement.

How long does the program last?

- Once your LINC family moves in, you will receive one year of monthly rental assistance payments.
- Before renewing any participant for any subsequent year in the program, we will ensure the LINC family meets renewal requirements and recalculate the amount of rental assistance payments. Renewal requirements include:
 - Compliance with LINC program requirements
 - Income at or below 200% of the federal poverty level.
- Please note rental assistance payments are contingent upon the availability of funding for the program.

What help can I receive once the LINC family moves in?

Once the LINC family moves in, they will receive ongoing support services. In addition, if the LINC family has ACS involvement, ACS or a provider agency will continue to provide services to the LINC family, which may include periodically visiting your residence.

If issues arise, you can contact the HRA Rental Assistance Call Center Monday-Friday from 9am to 5pm at 929-221-0043 or connect with your local Homebase office by calling 311.

The information in this pamphlet provides a general overview of the LINC VI Rental Assistance program. It is not intended to provide full details concerning the operation of the program.

 Bill de Blasio Mayor	Human Resources Administration Department of Social Services Steven Banks Commissioner	Department of Homeless Services Gilbert Taylor Commissioner
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