

WELCOME TO HAP HAPPENINGS, SPRING 2021!

Included in this newsletter is relevant, up to date information and news for property owners participating in HPD's rental subsidy programs, including:

- Updates to HPD's virtual workflow
- HPD's new COVID-19 accommodations for owners
- Updated NYC lead requirements for owners
- HCV Resources
- COVID-19 vaccine information
- 2021 Payment Standards



LET'S TALK!

If you have any questions or concerns regarding your participation as an owner or property manager, please visit our website at nyc.gov/hpd/dtr, or call to leave a message at **917-286-4300**. You can also e-mail us at **DTROwnerServices@hpd.nyc.gov**.



WHAT DO YOU WANT TO SEE?

Any questions, comments, or recommendations for HPD? Anything you'd want to see in the next edition of HAP Happenings? Let us know, at Policy_DTR@hpd.nyc.gov!

WORKING WITH HPD ONLINE

HPD has worked to ensure operations continue virtually, including updating the HPD website, the Owner Portal, and policies for exchanging documents and correspondence.

NEW WEBSITE LINKS!

HPD's website was recently updated to be more user-friendly. Additionally, website addresses have been shortened to make it easier for participants and owners to access what they need. You can go to:

- nyc.gov/hpd/dtr to get to DTR's main page
- nyc.gov/hpd/dtr-forms to get forms and submit them through the DTR Portal
- nyc.gov/hpd-payment-standards to get to payment standards
- For all Section 8 Owner Information, visit nyc.gov/hpd/dtr and click on "Information for Owners"



THE NYC HOUSING PORTAL

The City has many resources to help New Yorkers find and maintain safe and affordable housing. HPD has created a housing portal that compiles all of these resources in one place. Access the portal at: nyc.gov/housing

GUIDE TO HPD'S ONLINE OPERATIONS

- The best way to submit documents is to upload them to the [DTR Portal](https://nyc.gov/hpd/dtr-portal). If you have an Owner Portal account, please use it to submit documents. However, if you do not have an Owner Portal account, you may still use the DTR Portal to upload documents. Instructions for how to do so are available at nyc.gov/hpd/dtr-forms.
- All owners and property managers are encouraged to enroll in the DTR Owner Portal. The DTR Owner Portal provides owners with access to detailed information and documentation related to assisted tenancies in their portfolio. This includes HQS notices, check registers, etc. Owners and property managers are encouraged to enroll. If you want to email rather than upload documents, please do so securely by encrypting your email.
- Email contacts:
 - Completed Landlord Packages, change of ownership or change address requests: **S8landlords@hpd.nyc.gov**
 - Rent increase requests: **DTROS@hpd.nyc.gov**
 - Questions about enrollment or use of the Owner Portal: **DTROwnerServices@hpd.nyc.gov**
 - Questions about HQS inspections and failures: **HQS@hpd.nyc.gov**
 - Signed HAP contracts and leases: **DTRInitials@hpd.nyc.gov** or **Portability@hpd.nyc.gov**
 - Questions about project-based vouchers: **PBV@hpd.nyc.gov**
- In order to protect your privacy, email communication may be encrypted. When requesting documents, HPD will send you an introduction email with instructions on how to view or send encrypted emails.
- HPD now accepts digital signatures. This means that you may either:
 - Print the document, sign it with a pen, and either take a photo of the complete document or scan it, and then email or upload it to HPD; OR
 - Use the "Fill & Sign" option to electronically add your signature to a form you receive from us. Instructions on how to use the "Fill & Sign" option are available on HPD's website at nyc.gov/hpd/dtr-forms.

HPD'S COVID-19 ACCOMMODATIONS

Given the current state of emergency due to COVID-19, HPD has taken measures to prioritize the health and safety of our Participants, Owners and Staff while ensuring that our rental subsidies continue uninterrupted. As HPD continues to assess the situation, updates will be posted on our website on our [COVID-19 accommodations page](#).

PROPERTY OWNERS ARE PROHIBITED FROM EVICTING TENANTS IMPACTED BY THE COVID-19 PANDEMIC AT THIS TIME

Tenants financially impacted by the COVID-19 pandemic are protected from eviction by New York State Law until **May 1, 2021** and by federal law until **June 30, 2021**.

Under New York State Law, tenants can sign a Hardship Declaration to protect them from eviction. The laws, however, do not bar tenants from eviction due to certain dangerous behaviors.

For more info: visit HPD's [COVID-19 Updates](#) webpage or the Mayor's Office to Protect Tenants' [Information and Resources for NYC Tenants Impacted by COVID-19](#) webpage.

HQS AND MOVE POLICIES HAVE TEMPORARILY BEEN CHANGED

1. HPD encourages property owners to make repairs and corrections in a timely manner. Please reach out to HQS@hpd.nyc.gov with any questions.
2. HPD is continuing to conduct initial HQS inspections, but some of these inspections have been delayed.
3. Annual inspections were suspended, but are now resuming. If you receive an annual inspection notice, please provide access to the inspector on the scheduled date.
4. HPD will not require tenants in a unit under abatement for 180 days to start the move process before June 30, 2021. Moves already requested, ports and transfers will continue. HPD is only accepting new move requests for emergency situations.
5. If tenants have a life-threatening condition in their unit, they should call 311.

IF TENANTS CAN'T AFFORD RENT, THEY SHOULD INFORM HPD ASAP

In order to ensure that owners are paid timely and in full, and that tenants are meeting their obligations, tenants' loss of income should be reported as soon as possible. If households experience a loss of income, they should notify HPD so we can adjust their tenant share of rent right away.

Tenants may report income loss by completing a **Reporting Income Decrease Form**. This form can be found at nyc.gov/hpd/dtr-forms. Once the form is completed, it can be uploaded to the [DTR portal](#), emailed to DTRIncomeDecrease@hpd.nyc.gov or faxed to **212-863-5299**. If tenants cannot complete the form, they can email the information to HPD. If tenants need to mail the completed form, they may also mail it to **100 Gold Street, Room 1M, New York, NY 10038**.

HPD ENFORCEMENT ACTIONS

As of **February 15, 2021**, HPD may move forward with subsidy terminations for death of a sole household member; criminal or fraudulent activity; no rent hardship; tenant requests to end subsidy; portability absorptions; and relinquishing, abandoning, or being evicted from the unit.

HPD is continuing to delay subsidy terminations for the following reasons:

- Households that have failed to comply with program requirements (except for fraud or criminal activity). Tenants will receive an updated pre-termination notice from HPD when these termination proceedings resume. (Policy as of December 1, 2020)
- Households that are overcrowded or who are absent from the unit will not have their assistance terminated. These terminations and the required move process will not be enforced before June 30, 2021.
- Households that have been identified as absent from the assisted unit for more than 180 days must return to the unit by June 30, 2021. (Policy as of December 1, 2020 for HCV, PBV, Enhanced, Mod Rehab, FUP, Mainstream, VASH, PBV VASH, or NYC 15/15 households). Note: HPD will begin terminating Continuum of Care (Shelter Plus Care, Mod SRO) households that have been absent from the unit for 90 or more days. Exceptions will be made for households that are out of their unit for COVID-19 related reasons and plan to return by June 30, 2021.

Visit our website to see the most up to date information on enforcement actions:

<https://www1.nyc.gov/site/hpd/services-and-information/dtr-covid-19.page>

GET AHEAD OF LEAD

Lead is a harmful metal often found in old paint that can be poisonous for young children if it creates dust or paint chips. Young children can swallow the lead paint dust and chips from window sills and floors. Lead causes behavior and learning problems in young children. While lead-based paint was banned in New York City in 1960, older buildings may still contain it. Property owners of these buildings are responsible for keeping tenants safe from lead-based paint hazards.

In New York City, Local Law 1 of 2004 and its amendments presume lead-based paint could exist in dwelling units and common areas of a building if:

- The building was built before January 1, 1960;
- The building was built between January 1, 1960 -- December 31, 1978, and the owner has actual knowledge of the presence of lead-based paint;
- The building has tenant-occupied rental apartments; and
- A child resides in the dwelling unit (a child under the age of 6 who lives in the dwelling unit or routinely spends 10 or more hours per week there).

Beginning February 2021, all of Local Law 1 of 2004 also applies to tenant-occupied, one- and two-unit buildings.

For these apartments/buildings, the owner must:

- Perform proactive activities to confirm that paint is intact.
- Perform reactive activities to make sure peeling paint and deteriorated surfaces are properly remediated or abated.
 - The requirements for reactive work can depend on whether there is a child under the age of six in the unit, the amount of paint that could be disturbed, if work is performed in response to a violation from a city agency, or the type of work being performed.
- Use safe work practices and properly licensed firms and workers for any construction activities that disturb painted surfaces, assuming the paint is lead-based paint unless the paint has already been tested and is confirmed not to be lead-based paint.

To see more information about local lead laws, and owner responsibilities, visit:

nyc.gov/lead-based-paint

Resources and Education

HPD's website offers a webinar series of live and pre-recorded video presentations about how you as a property owner or agent can comply with lead-based paint laws and rules. The webinars will also help you stay informed about new and updated lead rules and requirements. The webinars will be updated for you to review on the [HPD lead-based webpage](#).



HCV RESOURCES FOR EVICTION PREVENTION

The following website with video provides information about the Section 8 Housing Choice Voucher Program. You can learn about the program's features, best practices to maintain subsidy as well as ensuring the correct subsidy amount, requirements for housing quality standards, how to receive continued assistance during a move, preventing subsidy termination, and additional resources. The video also includes information on contacting the Division of Tenant Resources for anything related to Section 8 vouchers.

<https://www1.nyc.gov/site/hpd/services-and-information/section-8-eviction-prevention-resources.page>

NYC COVID-19 VACCINES

New York City is committed to keeping everyone safe and healthy by ensuring that access to COVID-19 vaccines is fair and equitable. As of March 30, 2021, COVID-19 vaccines are available to all New Yorkers 30 years and older. As of April 6, 2021, COVID-19 vaccines are available to all New Yorkers 16 years and older. When you get vaccinated you are helping to protect yourself and your family and friends. You are also helping to make your community safer.

Visit the New York City COVID-19 websites to see information about testing, the vaccine, where you can get vaccinated, and more.

[nyc.gov/coronavirus](https://www.nyc.gov/coronavirus) | [nyc.gov/covidvaccine](https://www.nyc.gov/covidvaccine) | [nyc.gov/covidtest](https://www.nyc.gov/covidtest)

For more helpful links and resources about COVID-19 vaccines see:

1. Vaccine Fact Sheet:
 - a. [What New Yorkers Need to Know About COVID-19 Vaccines \(PDF\)](#)
 - b. Other Languages: [Español](#) | [Русский](#) | [繁體中文](#) | [简体中文](#) | [Kreyòl ayisyen](#) | [한국어](#) | [বাংলা](#) | [Italiano](#) | [Polski](#) | [العربية](#) | [Français](#) | [اردو](#) | [עברית](#)
2. [What Older New Yorkers Need to Know About COVID-19 Vaccines](#)
3. [COVID-19 Distribution in NYC \(information on phases and eligibility\)](#)
4. [NYC Vaccine Locations by location](#)



2021 PAYMENT STANDARDS

The United States Department of Housing and Urban Development (HUD) publishes Fair Market Rents (FMRs) annually. Public Housing Authorities (PHA) establish Payment Standards based on a 90% to 110% FMR range. The Payment Standard is the maximum amount that the PHA can pay for an apartment based on the number of bedrooms on a household's voucher. In 2021, HPD will use 108% of FMR for payment standards in areas that do not use Exception Payment Standards. **For a list and map of all Exception Payment Standards, go to nyc.gov/hpd-payment-standards.**

Additionally, HPD's 2021 Utility Allowance standards are listed below. Please note: HPD will be issuing new utility type allowances in May 2021. Visit our website to see the most up to date information.

2021 PAYMENT STANDARDS

SRO	STUDIO	1-BR	2-BR	3-BR	4-BR	5-BR	6-BR	7-BR	8-BR
\$1,426	\$1,901	\$1,945	\$2,217	\$2,806	\$3,007	\$3,458	\$3,909	\$4,360	\$4,811

2021 UTILITY ALLOWANCE STANDARDS

Bedrooms	Gas	Electric	Total Gas & Electric	Gas Heat & Hot Water	Oil Heat & Hot Water	Electric Heat & Hot Water
SRO	\$22	\$64	\$86	\$62	\$107	\$56
Studio	\$22	\$64	\$86	\$62	\$107	\$56
1	\$25	\$72	\$97	\$72	\$125	\$66
2	\$28	\$93	\$121	\$83	\$152	\$87
3	\$31	\$115	\$146	\$94	\$179	\$107
4	\$35	\$136	\$171	\$103	\$205	\$128
5+	\$38	\$157	\$195	\$114	\$232	\$148

THANK YOU FOR YOUR SERVICE!

Ensuring safe and quality affordable housing is no easy task, and ensuring safe and quality affordable housing in the midst of a public health crisis is even harder. But, through thick and thin, you continue to provide quality housing and assistance to tenants!

HPD extends a big thank you to owners and their staff for continuing to provide this essential service.