

LINC VI Rental Assistance Program

Fact Sheet for Clients

September 2015

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

The LINC VI rental assistance program helps individuals and families move out of shelter and reunify with host families consisting of friends or relatives ("host families"). The program can help you move from temporary, emergency shelter back to the community as quickly as possible by offering monthly rental assistance payments to stabilize you in housing, living with a host family, for one year, with an annual review to determine renewal. Whether you are renewed will depend upon your current need and performance in the first year of the program.

This new program is now available to help you move out of shelter. Due to available funding, only a limited number of households will be approved to receive LINC VI rental assistance. Consequently, not every household in the shelter system will be able to receive rental assistance.

LINC VI Rental Assistance Program:

- Pays your portion of the rent, if you are eligible and funding is available.
- Can be renewed for up to 5 years so long as funding for the program remains available and you continue to need assistance.

How do I apply?

You must complete an application, including identifying a qualified residence and host family to participate in this program. The host family you identify must also complete forms and provide documentation to include with your application. Your case manager, housing specialist, or social worker will help you complete an application and gather necessary documentation.

After you submit your application, HRA and DHS will notify you if any additional documentation or information is needed.

HRA and DHS will determine eligibility based on the following factors on a first come, first served basis:

- You are currently living in DHS or HRA shelter (families with children must have resided in shelter for at least 90 days, be eligible for shelter, and continue to reside in shelter; single adults must currently reside in shelter and have been in shelter at some point between May 1, 2015 and July 31, 2015; and adult families must be eligible for shelter and currently reside in shelter).*
- Your total household income is not more than 200% of the federal poverty level.
- You have an Active or Single Issue Public Assistance case.
- You have identified a qualifying residence and host family (see requirements for residence below).

*If you are a family with children and reapply for shelter within ten days of your last stay in shelter, HRA and DHS may waive the requirement that you currently reside in shelter.

Please note that your application will not be accepted or considered if funding for the program runs out or ends.

What are the requirements for the residence I want to move to?

The program is only available to households in shelter who are moving in with a host family. The residence you are moving to and the host family must meet the following requirements:

- The host family must include the primary tenant or owner of the residence (your friend or relative).
- The addition of your household to the residence must not create overcrowding in the residence.
- The residence must be evaluated by the City for health and safety issues.
- If your household includes a child under 18, members of the host family must pass an evaluation including a review of ACS records, if any, and a clearance with the Statewide Central Register of Child Abuse and Maltreatment and the New York State Sex Offender Registry.

If the residence or the host family do not meet the above requirements, your application for LINC VI will be denied.

How do I renew my rental assistance after my first year in the community?

After your first year, you may receive up to four one-year renewals if:

- Your household has income that does not exceed 200% of the federal poverty level.
- All members of your household who are eligible for PA are in receipt of PA.
- You have participated in ongoing case management activities.

How much will I have to pay toward rent?

LINC VI rental assistance will pay your entire portion of rent, up to the amounts listed below, to the primary tenant or owner of the residence (your friend or relative). If you receive LINC VI rental assistance, you will not have to pay any rent.

You **should not** pay rent or other fees, nor should you pay any security deposit or broker's fee. Such payments are called side deals and are **prohibited** under the LINC VI program. If anyone asks you to make such a payment, you should call 311 or 929-221-0043.

What is the amount of rental assistance available?

The maximum amount of LINC VI Rental Assistance you may receive depends on three factors:

1. Your LINC VI Rental Assistance amount may not be more than your proportionate share of the rent based upon the number of occupants in the apartment. This usually means that your LINC VI Rental Assistance may not be more than the host family's total rent for the apartment divided by the total number of occupants of the apartment (including your household) and multiplied by the number of people in your household.
2. Your LINC VI Rental Assistance amount may not be more than the maximum rents based on household size listed in the chart below.

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

3. If the primary tenant or owner (your friend or relative) is in receipt of public assistance, your total LINC VI Rental Assistance amount may not be more than the primary tenant or owner's total payment obligation for the residence minus the primary tenant or owner's public assistance shelter allowance.

Maximum Rent Examples:

Example 1:		Example 2:	
Household size	2	Household size	2
Host Family size	3	Host Family size	3
Host Family's rent	\$1000	Host Family's rent	\$2000
Max LINC household rent	\$400 (2/5 of host family's rent)	Max LINC household rent	\$650 (max rent for household of 2)

Please note that the primary tenant or owner (your friend or relative) is not allowed to charge you any additional rent, or charge you extra for heat and hot water. For your protection, you should not agree to any side deals. You should immediately inform DHS or HRA about any such requests by calling 311 or 929-221-0043.

All agreements are between you and the primary tenant or owner (your friend or relative), and the City is not a party to any lease or rental agreement.

Can LINC VI help me move to my own apartment?

After you move in with your host family, you may be eligible to move to your own subsidized apartment if you meet the eligibility requirements for another LINC program, CITYFEPS or SEPS, except that you no longer live in shelter. See below for instructions on how to receive help once you move out of shelter.

What help can I receive once I leave shelter?

Once you leave shelter, you will receive ongoing support services.

- If you left a DHS shelter, call 929-221-0043 or 311 to find your local Homebase homelessness prevention office.
- If you left an HRA shelter, call 929-221-7270 for more information.

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 program.



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