Unit Hold Incentive Frequently Asked Questions

1. **What is a “unit hold incentive”?**
   A unit hold incentive provides the landlord an additional month’s rent when the landlord agrees to accept a DSS client and not lease the unit to anyone else while the application is being processed.

2. **Who can receive a unit hold incentive?**
   Any landlord who agrees to hold an apartment for a CityFHEPS or HRA HOME TBRA client or a FHEPS client moving out of a DSS shelter. The incentive may be available in other limited circumstances as well.

3. **How does the unit hold incentive work?**
   There is an HRA Unit Hold Incentive Voucher form that the landlord receives as part of the rental packet. As long as a completed form is included in the rental packet, HRA will provide the incentive payment as part of the leasing checks.

4. **Does the unit hold incentive amount change if it takes more than a month to process the rental packet?**
   No. The unit hold incentive is always one month’s rent.

5. **Does a unit hold incentive apply to room rentals?**
   No, it only applies to apartment rentals.

6. **What if the apartment fails the inspection or safety and habitability assessment?**
   If the apartment fails but corrections are made in a timely manner, the landlord can receive the unit hold incentive. However, no unit hold incentive will be provided if the apartment fails and no clients move in.

7. **What if a client rejects the apartment after the landlord agrees to hold it?**
   DSS will seek to replace that client with another client/prospective tenant.

8. **When will the landlord receive the incentive payment?**
   The unit hold incentive will be available to the landlord at lease signing.

9. **Can the unit hold incentive be used for Special One-Time Assistance (SOTA) units?**
   No.