

Fact Sheet

January 2020

What is the HRA HOME Tenant-Based Rental Assistance (TBRA) Program?

HRA HOME TBRA is a United States Department of Housing and Urban Development (HUD)-funded rental assistance program run by the NYC Human Resources Administration (HRA) under the oversight of the NYC Department of Housing Preservation and Development (HPD). HRA HOME TBRA will help eligible families in shelter and chronically street homeless people afford the cost of rent. There is a limited amount of funding, so not every household in shelter or street homeless person who meets the eligibility rules will be able to get rental assistance under this program.

How does the program work?

Under HRA HOME TBRA, households will generally pay 30% of adjusted income toward rent for an approved apartment and HRA HOME TBRA rental assistance covers the rest. "Adjusted income" means a household's income after deductions that are allowed under the program. **The application period for HRA HOME TBRA closed on 9/03/15.** HRA has placed all applications into a lottery and is reviewing applications in order of selection from the lottery. Just over 1,200 eligible applicants will receive HRA HOME TBRA Coupons. Once the coupons are all given out, the rest of the eligible families will be put on a waiting list.

The HRA HOME TBRA Coupon will allow the household to search for an eligible apartment. At a "briefing," HRA will tell the head of household about HRA HOME TBRA rules and responsibilities and will give the head of household a Landlord Package, together with the household's coupon. The household cannot find an apartment outside of the five boroughs of New York City. When the household finds an apartment, a Landlord Package must be completed to request approval for the apartment. The apartment must pass a Housing Quality Standards (HQS) Inspection.

Who is eligible for HRA HOME TBRA?

In order to be eligible for HRA HOME TBRA, your household must:

- Either include (1) at least two people, or a pregnant person, currently living in a NYC Department of Homeless Services (DHS) or HRA shelter OR (2) at least one person who is Chronically Street Homeless (A chronically street homeless individual is someone who has been identified by DHS as either currently living on the streets and having lived on the streets for nine months of the past twenty-four months, or currently living in a DHS safe haven or using a DHS stabilization bed.)
- Have household adjusted income that does not exceed 60% of Area Median Income (AMI) (AMI is the median family income for NYC. For example, 60% AMI for a household of two is \$41,460.)
- Have at least one household member who receives federal social security disability insurance benefits, old-age benefits, survivors insurance benefits, or supplemental security income
- Have lived in shelter for more than 120 days as of the application deadline (except for Chronically Street Homeless individuals)
- Include at least one U.S. citizen or noncitizen with a qualifying immigration status.

How can potential tenants apply?

The initial application period for HRA HOME TBRA closed on 9/03/15. If the application period is reopened, HRA will provide notice of the new application period, including information regarding how to apply, on its website.

How long is a HRA HOME TBRA Coupon valid?

A HRA HOME TBRA Coupon is valid for 120 days (almost four months). The household must find an apartment within New York City and return a completed Landlord Package by the end of the 120-day period. If the coupon expires, the household may get more search time for good cause due to hardship or other reasons.

How does a household with a coupon find an apartment and sign a lease?

Once the household has received a HRA HOME TBRA Coupon, the shelter housing specialist or case manager will assist in connecting with landlords and brokers. The coupon will list a "unit size," based on the number of people in the household. When the household finds an apartment, the shelter worker, broker, or landlord will submit the HRA HOME TBRA Landlord Package to HRA. If the Landlord Package is complete and the apartment passes a clearance check, HRA will request a Housing Quality Standards (HQS) inspection by HPD.

If the unit passes the HQS inspection and the unit is approved by HRA, HRA will work with DHS to schedule the lease signing. The tenant will sign a lease at 109 East 16th Street in Manhattan. The tenant may be eligible to receive a furniture allowance, and the tenant should work with the shelter case worker to get help with moving.

For all HRA HOME TBRA rental documents, go to <http://www1.nyc.gov/site/hra/help/home-tbra.page>

Please note that landlords are not allowed to charge any fees other than what is legally stated in the lease. Households should not agree to any side deals and should immediately inform DHS and HRA about any such requests by calling 929-221-0043.

How long will the tenant receive HRA HOME TBRA?

Just like a Section 8 voucher, a HRA HOME TBRA Coupon can be renewed each year as long as the tenant is still eligible and federal funding for the program remains available.

What is the amount of HRA HOME TBRA rental assistance available, and how much does the tenant have to pay toward rent?

The maximum rent or “rent standard amount” for each household will depend on the number of people in the household. The current Rent Standard Amounts, **which include heat and hot water**, are listed in the chart below.

Family Size	Unit Size	Rent Standard Amounts
1	SRO/Studio	\$1,349 (SRO) \$1,798 (Studio)
2	1	\$1,851
3 or 4	2	\$2,107
5 or 6	3	\$2,670
7 or 8	4	\$2,854
9 or 10	5	\$3,283
11 or 12	6	\$3,711
13 or 14	7	\$4,139

The unit size, and therefore the Rent Standard Amounts, may change if the number of individuals in your household changes (goes up or down) during the program. HRA will figure out the tenant’s rent contribution, which will generally be the highest of the options below:

- 30% of the household’s monthly adjusted income;
- 10% of the household’s monthly gross income;
- Public assistance shelter allowance (that portion of the New York State public assistance grant that is specifically meant for housing costs); or
- \$50.

The HRA HOME TBRA rental assistance amount will be set after an apartment has been approved by HRA. The rental assistance amount will be the difference between the tenant’s rent contribution and the full rent.

Are utilities included in the rent?

Heat and hot water must be included in the rent. The tenant will be responsible for electricity and cooking gas.

HRA HOME TBRA Example

Example: You are part of a two-person household. HRA may approve an apartment that costs up to \$1,425 per month. If your household’s monthly adjusted income is \$1,000 per month and the rent for your one-bedroom apartment is \$1,425 (the maximum rent), HRA will calculate 30% of your income or \$300 as your household’s contribution to the rent. HRA HOME TBRA will pay your landlord \$1,125 (the \$1,425 rent minus your \$300 share of rent).

What help can tenants receive after the lease starts?

Support is available for tenants in the program. Call 311 to be directed to your nearest HomeBase Homelessness Prevention Program.

The information in this pamphlet provides a basic description of HRA HOME TBRA program. It is not meant to provide full details about the program.