GENERAL QUESTIONS ABOUT THE OWNER INCENTIVE PROGRAM FOR NEW RENTALS

1. What is the Owner Incentive Program?
   NYCHA is offering an incentive payment to owners who complete a new tenant based voucher rental with NYCHA’s Section 8 program.

   *Note: The Owner Incentive for New Rentals does not apply to the Emergency Housing Voucher Program.

2. How long will NYCHA be offering incentive payments to owners?
   This Owner Incentive Program will only be offered for a limited time, beginning on August 1, 2022 and ending on November 30, 2022. Please see FAQs below for specific deadlines for the incentive.

3. What if I have questions that are not answered in this FAQ?
   For other questions on the Owners Incentive Program, please contact us via email at s8.OIP@nycha.nyc.gov.

4. What type of owners are eligible to participate in the Owner Incentive Program for new rentals?
   This program is available to any New York City landlord with a vacant unit, even if you have never had a NYCHA Section 8 tenant in the past. It only includes new tenant-based new rentals.

   Becoming an owner in NYCHA’s Section 8 program is fast and easy. Please see link for more information on the benefits and process of becoming a Section 8 Owner: on.nyc.gov/section8owners.

5. How much is the owner incentive payment for new rentals?
   The incentive payment is equal to one month of contract rent for the unit.
For example: If the total contract rent for the unit is $2,000, then the total owner incentive payment will be $2,000.

6. What type of Section 8 rentals qualify for an owner incentive payment?

An owner incentive is available ONLY for:

- New rentals for an applicant who has recently been issued a tenant-based Section 8 voucher and will be new Section 8 participant on NYCHA’s Section 8 program*

The rental must have an effective date between August 1, 2022 and November 30, 2022 AND the owner must sign and return the HAP contract along with the Confirmation of Key Issuance form to NYCHA no later than December 15, 2022.

If NYCHA receives the signed HAP contract and/or the Confirmation of Key Issuance form after December 15, 2022, the rental will not be eligible for an incentive payment.

All rentals must also comply with NYCHA’s rental process and the unit must comply with federal housing quality standards.

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7. How does a Section 8 owner receive a rental incentive payment?

A completed rental packet must be submitted to NYCHA prior to the expiration of the voucher.

If the Section 8 rental is eligible for a rental incentive payment, NYCHA will email the owner a Confirmation of Key Issuance form and a Housing Assistance Payments (“HAP”) contract.
You must sign and return the HAP contract to s8.rtu@nycha.nyc.gov as soon as possible. NYCHA will review and countersign the HAP contract and issue a final move-in letter.

You must issue the keys to the tenant, complete the Confirmation of Key Issuance form, and return it to s8.rtu@nycha.nyc.gov within the timeframe specified on the form.

Any HAP contract and/or Confirmation of Key Issuance form received by NYCHA after December 15, 2022 will not be eligible for an incentive payment.

8. **Can I complete the Confirmation of Key Issuance form prior to providing the tenant with the keys?**

No. Do not complete the Confirmation of Key Issuance form until the keys are issued to the tenant.

The tenant must also sign and date the Confirmation of Key Issuance form to verify they have received the keys.

9. **I submitted a completed Confirmation of Key Issuance form, when will I receive my incentive payment?**

NYCHA will issue the owner incentive payment within 60 days from receipt of the completed Confirmation of Key Issuance form.

Owners can check the status of the owner incentive payment on the Owner Extranet.