



## PROGRAM INCOME GUIDELINES

Income guidelines, effective April 14, 2017 are adjusted periodically by HUD, based upon the Median Income for Maricopa County.

Family Size (persons)	Category I	Category II
1	13,900	23,200
2	16,240	26,500
3	20,420	29,800
4	24,600	33,100
5	28,780	35,750
6	32,960	38,400
7	37,140	41,050
8	41,320	43,700

## MEDIAN FAMILY INCOME \$66,200

Category I – 30% of area median

Category II – 50% of area median

Please consult with the Community Assistance Office for the most recent program income guidelines.

## COMMUNITY ASSISTANCE OFFICE

City of Scottsdale  
6535 East Osborn Road,  
Building 8  
Scottsdale, AZ 85251

Main Number:  
480-312-7647

Fax:  
480-312-7761

TTY:  
480-312-7411

Office Hours:  
MON 7AM-5PM  
TUE 7AM-5PM  
WED 7AM-6PM  
THUR 7AM-5PM  
FRI 7AM-5PM



[www.ScottsdaleAZ.gov](http://www.ScottsdaleAZ.gov)  
search "housing choice voucher"



## Housing Choice Voucher Rental Assistance Program

It is the policy of the City of Scottsdale not to discriminate against any person on the basis of race, color, religion, age, sex, disability, familial status, or national origin. Persons with special needs for assistance in translation or reasonable accommodation should contact the Community Assistance Office at 480-312-7647 or TTY number at 480-312-7411. This document is available in alternate formats.



## THE HOUSING CHOICE VOUCHER RENTAL ASSISTANCE PROGRAM...

helps provide affordable and safe housing for lower-income families, senior citizens, and disabled persons.

The Housing Choice Voucher Program provides housing assistance to eligible families by subsidizing a portion of their rent. The Scottsdale Housing Agency pays the rental subsidy directly to the landlord each month under a Housing Assistance Payment contract.

### APPLICATIONS

Families who initially meet both the income and family composition requirements must complete a Pre-Application. The pre-application process determines whether the family is initially eligible for the Program. Typically the waiting list opens every couple of years to accept applications. Please call the Scottsdale Housing information line at (480) 312-2528 or visit our website to get the latest information on when applications are being accepted.



### WAITING LIST

Families are placed on a waiting list according to the time and date of their pre-application and a local preference for working or living in Scottsdale, elderly or disabled or homeless.

The time a family must wait for a Housing Choice Voucher depends on the availability of funding on the Program. A family's time on the waiting list may be longer or shorter than estimated depending on circumstances beyond the Housing Agency's control.

### FAMILY OBLIGATIONS

An individual or family participating in the Housing Assistance Program must:

- Give complete and accurate information regarding family income, assets and family composition;
- Do not omit information, complete all forms fully and provide accurate information;
- Submit all the required verifications and documents timely;
- Make all necessary arrangements to begin and to continue to receive housing assistance;
- Promptly sign all necessary documents;
- Report all changes to the Housing Agency;
- Not engage in drug-related criminal or violent criminal activities;
- Not commit any serious or repeated violations of the lease.



### OWNER PARTICIPATION

Housing Choice Voucher holders act just as other renters in the private market. Owners of apartments and houses for rent accept participants as they would any other tenants seeking housing. Owners are not obligated to rent to families and individuals receiving housing assistance.

Like other tenants, Housing Choice Voucher holders must meet landlords' screening criteria, pay their rent on time, and abide by the terms of the lease.

### TENANT PARTICIPATION

When a family selects a housing unit and the Scottsdale Housing Agency approves the unit and lease, the family signs at least a one-year lease with the landlord. The tenant is responsible for paying the security deposit to the landlord. After the first year, the landlord may initiate a new lease or allow the family to remain in the unit on a month-to-month lease, or may choose to not renew the lease.

The leased unit will be required to meet Housing Quality Standards (HQS) prior to the family moving in and will be inspected annually to insure that it continues to meet these standards.

Individuals or families interested in participating in the Rental Assistance Program should contact the Community Assistance Office.