

Frequently Asked Questions
Rent Determination

#	Question	Answer
1	What if I have a 3-bedroom property and the participant has a 2 bedroom voucher?	The rent will be calculated based on the lower payment standard between either the voucher approved size or the unit bedroom size.
2	How can the owner find out the participants gross and adjusted income information?	This information must be obtained directly from the tenant. Each tenant is provided an "ECKAN Housing Applicant Rent Worksheet" at the time of their briefing, stating their gross and adjusted income. Landlords can also request this information on the rental application. ECKAN cannot provide participant income information.
3	How will I know what rent is affordable for the applicant?	Once ECKAN Housing receives the Request for Tenancy Approval (RTFA) packet, affordability will be calculated. If the rent is not affordable ECKAN Housing will contact the participant and or the owner to negotiate the rent amount.
4	What do I do if the rent offer seems too low?	If the rent offer seems to low due to affordability, owners are free to cancel the RTFA packet and move on to another applicant.
5	Does affordability affect the reasonable rent amount?	Reasonable rent will be considered prior to affordability. The contract rent will be set at the lower of the two between reasonable rent and what was requested.
6	How are amenities, such as central air, garages, security systems, etc. factored into the rent reasonable amount?	Rents are based on comparable rates for similar properties of the same bedroom size. Added amenities are not considered.
7	Is the owner reimbursed for water and sewer charges?	The rent determination takes into consideration which party is responsible for paying the water and sewer. If the owner is responsible the rent reasonableness will include those charges.
8	Is the rent automatically increased after a year has passed?	Any owner desiring a rent increase must request one by providing the proper paperwork to ECKAN Housing. ECKAN will never make automatic adjustments to the contract rent. An owner can request a rent increase at the end of each year.
9	Can a rent increase be requested if new additions are made to the unit?	After the initial lease term, an owner can request a rent increase. The HCVP will complete a new rent reasonableness test based on comparable rates in the area. If the comparable rates have gone up, a rent increase may be granted. Please note: if comparable rates have gone down, the contract rent must be lowered accordingly.
10	What is the procedure for requesting a rent increase?	The Rent Increase Request Form must be submitted to ECKAN Housing. This form is located under HCV Forms and Publications.
11	Will owners be compensated for new federal requirements regarding lead-based paint?	The EPA Lead-based paint regulations are federal requirements that apply to all rental properties, not just those participating in the HCV program. It is the owner's responsibility to comply with these regulations. There will be no changes to the rent determination process based on these new regulations.

Frequently Asked Questions
Lease Agreement

#	Question	Answer
1	Is the owner required to supply appliances?	Owners are not required to supply appliances. The lease agreement should identify who is responsible for providing them.
2	Who should be responsible for paying for the water and sewer service?	If a property is individually metered for each residential unit, the owner and the tenant should come to an agreement about who is responsible for the water/sewer bill. This agreement should be clearly outlined in the lease agreement. ECKAN does not allow owners to partially cover a utility. If the property shares a meter with another residential unit, the owner is required to cover the water/sewer service.
3	What if the participant decides not to move into the unit after the inspection and final rent offer has been made?	Until the final contract has been signed, neither the owner nor participant is locked into a rental agreement.
4	Can there be any changes to who is responsible for utilities after the lease has begun?	At the time of lease renewal, the owner can request to change utility responsibilities. However the rent determination will have to be recalculated to reflect this new information. This could change the contract rent.
5	What if the tenant frequently has overnight guests?	ECKAN defines an unauthorized occupant as someone who has resided in the unit for 2 weeks or longer. An owner is permitted to place additional stipulations on visitors within the lease agreement. It is the property owner's responsibility to enforce the lease agreement.
6	What if the tenant causes damages to the home?	The tenant is responsible for any damages done to the property. If damages exceed the amount of the security deposit, the owner should take legal action against the tenant to seek reimbursement.
7	Can an owner rent items, such as a sofa or television to a tenant for a monthly fee?	An owner can rent items to the tenant; however the owner cannot require the tenant to rent additional items. Any equipment rentals would have to be a separate agreement from the lease.
8	What are the owner's rights if a tenant wants to open a business in the property?	As long as the tenant is acting in accordance with state and local laws, and reporting all earned income from the business, the HCV program does not bar opening a business. An owner should outline in the lease agreement what activities are permissible on the premises.
9	Is the owner required to do inspections on the unit in addition to the housing authority inspection?	Yes, owners are required to do regular inspections on the rental unit to ensure that the unit meets the Housing Quality Standards as stated in the Housing Assistance Payment contract.
10	Who is responsible for the smoke detectors in the rental unit?	The owner is responsible for providing a working smoke detector at initial lease up. After that it is the tenant's responsibility to keep the smoke detectors in working order at all times. If the smoke detector stops working the tenant should report it to the owner and the owner is responsible to fix it.