



Landlord Newsletter

AHA is now requiring landlords to use the Landlord Portal on Rent Café

AHA's Landlord Portal serves as an online tool that enables our landlords to directly access the following services:

1. View contact information for the Housing Authority of the City of Alameda
2. Create your landlord profile
3. Enter your rental unit information
4. Identify the AHA housing specialist for your tenants
5. Upload documents (rent increases, lease agreements, etc.)
6. View status of rental unit inspections
7. Track accounting of your financial status (payments, etc.)
8. Receive status notifications on unit holds and abatements
9. Set up automatic payments (via EFT)

To register with the Landlord Portal, you will need a registration code.
To get your registration code, please contact AHA's Ombudsman at:

(510) 747-4358
ombudsman@alamedahsg.org

If you are already registered and need to access the Landlord Portal, visit the link below and click "Landlord Login":

<https://recertification.alamedahsg.org/>

New Payment Standards

To remain competitive in the rental market, AHA's new rental Payment Standards have been released and became effective on February 2, 2023.

The Payment Standard is the maximum rent AHA may pay for each tenant. Payment Standards are set in accordance with regulations based on the area's Fair Market Rents. If the gross rent (total owner rent for the unit, plus an allowance for tenant-paid utilities) for a unit is at or below the listed Payment Standard, then the unit will be affordable for the tenant. If a landlord's rent is above the Payment Standard, AHA staff will have to determine affordability at move-in, for the tenant's portion of the rent. Once a family completes the first year of tenancy, a rent increase can be requested.

If the owner raises the rent above the Payment Standard, the family will be responsible for the additional amount, regardless of their income.

PAYMENT STANDARDS

PROJECT BASED VOUCHER (PBV) & HOUSING CHOICE VOUCHER (HCV) & EMERGENCY HOUSING VOUCHER (EHV)

0 Bedroom Payment Standard	\$1,989.00
1 Bedroom Payment Standard	\$2,362.00
2 Bedroom Payment Standard	\$2,886.00
3 Bedroom Payment Standard	\$3,772.00
4 Bedroom Payment Standard	\$4,447.00
5 Bedroom payment Standard	\$5,113.00

AHA received Moving to Work Designation



Housing Authority
of the
City of Alameda

In March 2022, the Housing Authority of the City of Alameda (AHA) received its designation as a Moving To Work (MTW) Expansion Agency which has given AHA staff the opportunity to develop new strategies to increase landlord participation. As of right now, AHA is waiting for approval from HUD for the

MTW Supplement for Fiscal Year 2023 which we anticipate receiving in March 2023. Approval of this MTW Supplement means monetary incentives for landlords who participate in AHA's programs, vacancy loss payments, owner referrals for PBV units, and more. Look out for information regarding workshops that will explain our MTW activities implementation timelines, and how they can benefit you.

Process to Submit Rent Increases

Landlords can submit a rent increase via the Landlord Portal. Landlords must download the "Request for Rent Increase" form and provide all the required information. This downloadable "Request for Rent Increase" form can be found on AHA's "Landlord Resources" webpage at www.alamedahsg.org/landlord/landlord-resources/

After downloading and completing the "Request for Rent Increase" form, the landlord can upload the form and all required information to the Landlord Portal via the "Upload Documents" menu option, to complete the rent increase request.

The Landlord Portal can be accessed online at <https://recertification.alamedahsg.org> by selecting "Landlord Login". The Housing Choice Voucher Program regulations state that any property owner may request an increase in rent after the initial lease term. Per the contract with AHA, the property owner needs to provide the tenant and the Housing Authority with written notice of the increase at least 60 (sixty) days, in advance of the rent increase effective date.


Complaints and Lease Violations

AHA responds to complaints and concerns raised by landlords and residents. Some issues can be addressed quickly, while others may be more complicated and take longer to resolve. In some cases, it requires the cooperation of the landlord, neighbors, the assisted resident, and the Housing Authority to resolve the problems that arise. While the Housing Authority is not a party to the lease, per the HAP Contract, copies of all lease violation notices must be given to the Housing Authority at the same time as the tenant.

While the AHA does not normally interfere with tenant/landlord issues, per the agreement that AHA has with its participants, serious and/or repeated violations of the lease may result in the household losing financial assistance. Many times, when that is explained to families, the behavior at issue question is corrected.

Inspections

A subsidized unit must pass a Housing Quality Standards inspection prior to occupancy. AHA must inspect the unit prior to any tenant moving in and then regularly after that. AHA Inspectors look for health or safety concerns plus any potential hazards. The inspector may also alert the landlord to issues which could prevent costly expenses in the future. All inspection requests are handled by our Inspections Team. You may contact the Inspections Team at 510-690-8290 or visit your Landlord Portal account for information about your next scheduled HQS inspection.

Get Connected To AHA  Sign-up for AHA email newsletters at: www.ahagroup.live



Please keep your account information correct!

If you need to update any of the contact information in your AHA landlord account, please complete the form below, then detach, and mail to:

Ombudsman Program
701 Atlantic Avenue
Alameda, CA, 94501

OWNER REPORT OF CHANGE FORM

Fill out effective date, check action that applies, and complete the bottom portions as needed. Effective Date of Change: _____

- ☐ I am reporting new contact information for myself as provided in the New Contact Information section below.
- ☐ I am notifying the Housing Authority of a change of ownership. The old and new owner need to complete the *Addendum to Section 8 Housing Choice Voucher Housing Assistance Payment Contract* for each property being transferred and submit with this form. The new owner will need to provide the following before payment can be made: proof of ownership (Grant Deed, Title, etc.), W-9 form, *Authorization Agreement for Direct Deposit*, and a listing of tenants being affected by this change.
- ☐ I am authorizing the person(s)/Management Company identified below to execute leases and related documents on my behalf, for the property(ies) identified below.
- ☐ I am requesting that all future correspondence be sent to the individual identified below.
- ☐ I am requesting that all future payments be deposited into the bank account for the individual identified below (a new *Authorization of Agreement for Direct Deposit* and W-9 form must be completed before payments will be transferred) as owner. The e-mail provided below will receive an e-mail outlining the payments made for each tenant.

NEW CONTACT INFORMATION:

Name: _____

Address: _____

City/State/Zip: _____

E-Mail: _____

Phone: () _____

UNIT ADDRESSES AND TENANTS AFFECTED BY THIS CHANGE:

Owner Signature

Print Owner Name

Date

Best Contact Info (phone number or e-mail)



701 Atlantic Ave,
Alameda, CA 94501

PRESORTED STANDARD

US POSTAGE

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BI-ANNUAL NEWSLETTER

Important Information Enclosed

AHA Main Office Hours

Monday – Thursday
8:30am to 12pm

To find the Housing Specialist for your tenant, please review below:

First Letter of Participant's Last Name	To	Housing Specialist	Phone Number	Email Address
A	CHA	Dee Dee Adeosun	(510) 747-4319	dadeosun@alamedahsg.org
CHB	H	Laquana Lee	(510) 747-4303	llee@alamedahsg.org
I	NGUYEN, L	JoAnn Harris	(510) 747-4329	jharris@alamedahsg.org
NGUYEN, M	RODRI-GUEZ, N	Corliss Glanton	(510) 747-4309	cglanton@alamedahsg.org
RODRIGUEZ, O	Z	Minh Hoang Pham	(510) 747-4347	mpham@alamedahsg.org