

# Jefferson Metropolitan Housing Authority



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## Portability

**Required explanation of portability and advantages of moving to areas that are not high-poverty areas for the Housing Choice Voucher Program families; voluntary use of portability procedures to assist families that do not have a statutory of regulatory right to move.**

*The Jefferson Metropolitan Housing Authority is required to provide a written explanation of portability in the Family's Briefing Packet and to explain both portability and advantages of moving to areas that are not high-poverty areas. Areas outside of the high-poverty areas generally have better schools, a lower crime rate, better public services and more shopping and other amenities.*

### Definition of Portability:

Portability is defined as moving with the tenant-based Housing Choice Voucher Program with housing voucher assistance to a Unit outside of the jurisdiction of the **Jefferson Metropolitan Housing Authority**.

Areas to which a family can move under statutory portability on the Voucher Program are anywhere in the United States.

The family must contact the Housing Authority with its intent of moving outside of the Housing Authority's jurisdiction. The Housing Authority will then contact the receiving Housing Authority. The tenant may also contact the receiving Housing Authority to inquire about transferring assistance. The sending Housing Authority will then send the necessary documentation to complete the transfer. The receiving Housing Authority will then contact the family and arrange a Briefing Session. Further explanation can be obtained from the Housing Authority.

The family must also be aware that changing areas may mean changes in Fair Market Rents, Payment Standards and different Occupancy Standards which could affect allowable rent amounts and bedroom size.

### Other Information on Portability:

Portability applies to families moving out of or into the JMHA's jurisdiction within the United States and its territories. Under portability, families are eligible to receive assistance to lease a unit outside of the initial HA's jurisdiction. The unit may be located:

1. In the same state as the initial HA;
2. In the jurisdiction of a HA anywhere within the United States that administers a tenant based program.

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When a family requests to move to outside of the JMHA's jurisdiction, the request must specify the area to which the family wants to move. If there is more than one HA in the area in which the family has selected a unit, the JMHA will choose the receiving HA.

## Restrictions on Portability:

1. If neither the head of household nor the spouse/co-head of an applicant family had a domicile (legal residence) in the JMHA's jurisdiction at the time the family's application for assistance was submitted, the family must live in the JMHA's jurisdiction with voucher assistance for at least 12 months before requesting portability.
2. If the family is in violation of a family obligation.
3. If the family owes money to the JMHA.

## Outgoing Portability Procedures:

The JMHA will provide pre-portability counseling for those families who express an interest in portability. If the family is utilizing portability for their initial lease-up, the JMHA will determine if the family is within the very low income limit of the receiving HA.

The JMHA will notify the Receiving HA that the family wishes to relocate into its jurisdiction.

The JMHA will not add time to your initial voucher.

*(The following page includes a form to be utilized for family's wishing to Port.)*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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## Portability Information

If you are wishing to relocate (port) to another Housing Authority, the following information will be needed:

Name of Person Wanting to Port: \_\_\_\_\_

Name of Housing Authority Porting to: \_\_\_\_\_

Mailing Address, City, State, Zip Code of Housing Authority: \_\_\_\_\_

\_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_

Fax Number: (\_\_\_\_\_) \_\_\_\_\_

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## Information & Procedures

You will still need to follow the moving procedures as far as giving your current landlord and the Jefferson Metropolitan Housing Authority Housing Choice Voucher Program a written 30-day notice. The notice must be received by the JMHA on or before the last day of the month stating that your tenancy will end at the end of the next month.

**This form must be completed and returned to the office before your port voucher can be issued.**

We will contact you when your port papers are ready to be signed. Please supply a current phone number where you may be reached: (\_\_\_\_\_) \_\_\_\_\_. The paperwork cannot be forwarded until you come in and sign.

**Please note: If you owe a debt to the Jefferson Metropolitan Housing Authority, you will not be able to move or port to another area until the debt is paid in full.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_