



The Section 8 Housing Choice Voucher (HCV) program is the largest voucher program administered by the Grand Rapids Housing Commission (GRHC). Funded by the U.S. Department of Housing and Urban Development (HUD), HCVs provide a monthly rental subsidy for low-income households renting privately owned property. Rent for income-eligible households is typically 30 percent of adjusted monthly household income.

Income limits, Kent County:

Family Size	Maximum Annual Income
1	\$56,400
2	\$64,450
3	\$72,500
4	\$80,550
5	\$87,000
6	\$93,450
7	\$99,900
8	\$106,350

Income limits, Ottawa County:

Family Size	Maximum Annual Income
1	\$57,600
2	\$65,800
3	\$74,050
4	\$82,250
5	\$88,850
6	\$95,450
7	\$102,000
8	\$108,600

How the Program Works

- The HCV program participant finds a rental unit and the rental property owner agrees to participate in the program.
- The family submits a Request for Tenancy Approval and the proposed lease, including the required HUD Tenancy Addendum, to the GRHC.\*



- Rent must be at or below the HUD-established Fair Market Rent.
  - Unit is inspected to assure that it meets HUD Housing Quality Standards.
  - The GRHC enters into a HUD Housing Assistance Payments (HAP) contract with the rental property owner.
  - The tenant pays 30% - 40% of the monthly rent to the property owner.
  - The HCV program pays owner the difference between total rent and the tenant's rental payment
- \*Required forms are available on the GRHC website, [www.grhousing.org](http://www.grhousing.org)

Tenant Responsibilities

- Provide the GRHC with complete and accurate information about family composition, income and assets.
- Promptly notify the GRHC of any changes in family composition, income or assets.
- Locate rental housing within Kent or Ottawa counties that meets the program quality and cost standards.
- Provide complete information about rental agreements with the landlord.
- Comply with all program requirements, including paying the family's portion of the rent on time, informing the GRHC of any move to a new rental unit, and obtaining preapproval of the new unit.

Rental Property Owner Responsibilities

- Screen and select tenants. (GRHC clients are pre-screened for criminal history as well as income and employment verification.)
- Provide a lease that conforms to state and local laws as well as to the HCV program's HAP contract.
- Maintain the rental unit in compliance with HUD Housing Quality Standards.
- Collect the tenant's portion of the rent. The GRHC pays the subsidized portion of the monthly rent directly to the owner.
- Comply with all requirements of the HAP contract and lease.

Rental Property owners with questions about the HCV program are encouraged to email:

[Landlord@grhousing.org](mailto:Landlord@grhousing.org)

