



## Wayland Housing Authority

106 Main Street  
Wayland, MA 01778

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[www.wayland.ma.us](http://www.wayland.ma.us)

## Interested in Becoming a Section-8 Rental Assistance Voucher Landlord?

The Wayland Housing Authority (WHA) is looking for landlords in Wayland interested in affordable rentals to lease in the WHA Section 8 Housing Choice Voucher program. This program assists very low- and moderate-income families, the elderly, and persons with disabilities to afford decent, safe, and sanitary housing in the private market. Since housing assistance is provided on behalf of the HCV tenant, participants are able to find their own housing, including single-family homes, townhouses, and apartments. Housing choice vouchers are administered locally by the WHA subsidized by federal funds from the U.S. Department of Housing and Urban Development (HUD). This means that the tenant, landlord and PHA all have obligations and responsibilities under the HCV program.

### 1. Contact the Wayland Housing Authority (WHA)

Landlords who would like to rent to voucher holders should contact the WHA (508) 655-6310 x14 or visit the web page: <https://www.wayland.ma.us/wayland-housing-authority/pages/section-8-voucher-rental-assistance>. The WHA will provide you details on the local process and the method for posting your vacant units.

### 2. Select a Tenant with a Section-8 Voucher

The WHA admits income eligible families to its HCV program from its waiting list. Landlords screen, select, and approve one of these voucher holders based on your own rental criteria, then fill out the voucher holder's Request for Tenancy Approval form. The WHA must determine that the proposed rent is reasonable compared to similar units in the marketplace and not higher than those paid by unassisted tenants on the premises. When a tenant selects a housing unit, they are expected to comply with the landlord's lease and Section 8 program requirements, pay their share of the rent on time, maintain the unit in good condition and notify the landlord and WHA of any changes in income or family composition.

### 3. Make Sure Housing Meets Minimum Standards

A WHA inspector will conduct an HQS inspection. All housing units with HCV tenants must meet the following HQS performance requirements both at commencement of assisted occupancy and throughout the assisted tenancy:

- Sanitary facilities
- Food preparation and refuse disposal
- Space and security
- Thermal environment
- Illumination and electricity
- Structure and materials
- Interior air quality
- Water supply
- Lead-based paint
- Access/egress
- Site and neighborhood
- Sanitary conditions
- Smoke detectors

### 4. Sign Lease and HAP Contract, and Start Receiving Payments

Once you and the tenant sign your lease and you submit the signed lease to the WHA, you will receive a Housing Assistance Payment (HAP) contract from the WHA to sign. Once the HAP contract between you and the WHA is executed, you will begin to receive monthly HAPs from the WHA and the remainder of the rent payment from the tenant.

### 5. Rent and Lease

The WHA determines a payment standard that is between 90% and 110% of the Fair Market Rents regularly published by HUD representing the cost to rent a moderately-priced dwelling unit in the local housing market. The tenant must pay 30% of its monthly adjusted gross income for rent and utilities. When a tenant selects a housing unit, they are expected to comply with the landlord's lease and Section 8 program requirements, pay their share of the rent on time, maintain the unit in good condition and notify the WHA of any changes in income or family composition.

