

**HOUSING AUTHORITY OF MONROE COUNTY
HOUSING CHOICE VOUCHER
1055 WEST MAIN STREET
STROUDSBURG PA 18360-1419
(570) 421-7770/FAX 424-9710**

4/9/2020

All Section 8 Housing Choice Voucher Landlords and Participants

Following guidance from the CDC and local/state government, the Housing Authority of Monroe County is implementing the following temporary measures to help prevent the spread of the COVID-19. These temporary measures are necessary to prioritize the safety of our staff, participants, and community members but may cause some delay in services.

1. Voluntary moves are suspended until further notice.

https://www.hud.gov/sites/dfiles/PIH/documents/COVID19_FAQ_PIH_3-30-20.pdf

Emergency moves e.g. Domestic, Fire, Homeless situations etc. will be evaluated on a case by case bases.

2. Upcoming May, June, July 2020 Annual Re-examinations are placed on a temporary biennial inspection policy. [24 CFR 982.405](#)

Re-examinations for May, June, July and possibly August will be conducted in 2021. Owners are still required to ensure the units are in a safe, decent and sanitary condition.

3. Inspections will still be conducted by contacting S8 Coordinator, provided the following: [24 CFR 982.305](#)

a. Inspections **ONLY** for new Leases and Emergency/Special circumstances

b. Unit must be unoccupied. If occupied then the tenant/family must remain on the outside during the inspection. If unoccupied, owner/tenant must unlock the unit and remain outside during inspection.

4. Reporting Income Changes:

a. Use the HAMC link to complete the Self-Certification form and submit to the Housing Specialist

<http://www.housingauthoritymonroecounty.org/>

Families participating in the HCV program must continue to abide by the terms of their Voucher and lease agreement. HCV participants must continue to:

- Pay their portion of the rent on time and abide by the terms of their lease
- Comply with reexamination processing and reporting requirements by supplying documentation in accordance with the Statement of Family Obligations and their Voucher.
- Complete critical participant functions via email, mail or fax, e.g. Recertification's, Report Change in Family Circumstances and Submit Documentation.

We apologize for any inconvenience, and we thank you for your patience and support during this time. Please contact the Section 8 office by emailing your Housing Specialist or Section 8 Coordinator using the contact information below:

Jaime Figueroa:

Housing Specialist to Tenants with the last names beginning with the letter **N** to **Z**

jfigueroa@housingauthoritymonroecounty.org

Jozie Castaldo:

Housing Specialist to Tenants with the last names beginning with the letter **A** to **M**

jcastaldo@housingauthoritymonroecounty.org

Tiffany Pozza

Section 8 Coordinator for program management, assistance and delivery of services

tpozza@housingauthoritymonroecounty.org

Sincerely,

Tiffany Pozza

Section 8 Coordinator