

**Project Based Voucher Program
Frequently Asked Questions for Property Owners**

What is the PBV Program, and how does it work?

The PBV Program provides rental assistance that is attached to specific housing units, not tenants. THDA partners with property owners to make those units available to eligible low-income families, seniors, and individuals with disabilities. The subsidy remains with the unit, and tenants pay a portion of rent based on their income.

Where can I review the PBV requirements in advance?

Partners are encouraged to review the PBV Program Chapter in THDA's Administrative Plan, available on the THDA website. This chapter outlines program rules, eligibility, unit requirements, and compliance expectations.

How many total vouchers will THDA award?

The number of PBV THDA is seeking to award under each Offering will be announced in the Offering.

How many vouchers will be awarded per project?

THDA may select owner proposals to provide project-based assistance for up to twenty (20) percent of its authorized voucher units. THDA is not required to reduce its number of PBV units selected under an Agreement or Housing Assistance Payment (HAP) contract if its amount of authorized units is subsequently reduced.

THDA may provide PBV assistance to the greater of twenty-five (25) units or forty (40) percent of the number of units in the project if the project is located in an area where vouchers are difficult to use, defined as: i) a census tract with a poverty rate of twenty (20) percent or less as determined by HUD; ii) a zip code area where the rental vacancy rate is less than four (4) percent as determined by HUD; iii) a zip code area where 90 percent of the Small Area FMR is more than one hundred ten (110) percent of the metropolitan area or county FMR.

Are there any preferences or priorities for certain populations or project type?

There is an exception to the maximum PBV's to be awarded per project. Exceptions are:

- Units are exclusively serving elderly families
- Units are exclusively made available to eligible youth (aging out of foster care) as described in Section 8(x)(2)(B) of the U.S. Housing Act.

Units exclusively made available to households eligible for permanent supportive housing or services available to the residents of the project assisted with PBV assistance.



If the project is rehabilitated or newly constructed, of the PBV units selected, 5% of units but no less than one must be mobility accessible and 2% of units but no less than one must be hearing/vision accessible.

Where do I find income limits and payment standard and fair market rate information?

- Income Limits: <https://thda.org/pdf/2021-Section-8-IncomeLimits-Copy.pdf>
- Payment Standards: <https://thda.org/rental-housing-partners/eee/hcv-landlords-and-owners>

Who maintains that waiting list?

THDA will allow owner-maintained PBV waiting lists for PBV projects.

Who qualifies to live in PBV units?

Eligible tenants are low-income individuals and families, including seniors and people with disabilities. THDA determines tenant eligibility and refers applicants from the waitlist for available PBV.

Will THDA pay market rent for the units?

Rent must meet HUD's rent reasonableness requirements and fall within the payment standard for the area. Owners receive a portion of the rent from THDA and the remainder from the tenant based on their income.

What are Housing Quality Standards (HQS) requirements for PBV units?

All units under the PBV program must meet HUD's HQS/NSPIRE both at initial lease-up and throughout the contract term. Units will be inspected by THDA before the Housing Assistance Payments (HAP) contract is executed and must pass reinspection to avoid abatement or termination of subsidy.

How often are PBV units inspected for HQS/NSPIRE compliance?

THDA conducts HQS inspections at move-in and then 20% of the units biennially or as needed (e.g., tenant complaints or quality control reviews). If a unit fails inspection, repairs must be completed within the required timeframe, and units must pass reinspection to avoid abatement or termination of subsidy.

What is the term of the Housing Assistance Payment (HAP) Contract?

Contract terms are typically up to 20 years, depending on the project and funding availability. The contract details, including length and number of units are established during the award process.

When can property owners apply for PBV's?

THDA will provide public notice and publish offering dates on THDA's website.

Can I submit more than one proposal for different properties or units?

Yes, you may submit one (1) application per property.

How do I submit my proposal?

All application materials must be submitted electronically via Electronic Data Transfer (EDT). .

What is Electronic Data Transfer (EDT) and how do I gain access to?

Electronic Data Transfer (EDT) is the process of sending and receiving digital files, between different systems or networks. To access EDT to submit your application you must email RAPBV@THDA.org to request access, include the users full name and email address.

How will I know that my paperwork has been received?

EDT will confirm receipt of your submission.

Will there be an opportunity to correct or supplement my proposal if something is missing?

Applications are not considered submitted until all required supporting documents have been received. THDA will conduct an initial review of applications and notify applicants by email of any technical deficiencies and an applicant will have seven (7) calendar days from the date of issuance of the deficiency letter to submit the corrections to THDA.

How long will it take before I know if I've been awarded PBV's?

THDA will provide written notice to the party that submitted a selected proposal and public notice of such selection within fourteen (14) calendar days of such selection.

Who do I contact if I have a question?

If you have any questions regarding PBV, please contact RAPBV@THDA.org.