
FAQ –PROJECT BASED VOUCHER SITES

Q: When can a PBV site request a rent increase?

A: A PBV sites may request a rent increase annually, no less than 60 days prior to the HAP Contract anniversary date. Request must be in writing. If a rent increase request is received between 14 and 60 days prior to the HAP Contract anniversary date, the rent may be approved for the contract anniversary date, but will not be implemented until the first day of the month following the 60 day timeframe after receipt of the owner’s request. Any request received after this period will not be considered until the following annual anniversary.

Q: How do I know the PBV HAP anniversary date?

A: Refer to the PBV HAP Contract, or you may contact our office for assistance.

Q: What if my building is subject to ETPA guidelines?

A: The PBV units are governed under the PBV HAP Contract and applicable Federal Regulations, therefore, a rent increase is not subjected to ETPA guidelines.

Q: As PBV units turnover, what will happen if families have different lease anniversary/renewal date?

A: The rent increase must be requested no less than 60 days prior to the PBV HAP Contract anniversary date. Lease renewals occurring prior to the rent increase approval must maintain the previously approved rent; lease renewals occurring after the rent increase approval may reflect the new approved rent.

Q: How does a rent increase request affect new families that are occupying a PBV unit for less than 1 year??

A: The rent increase will not affect new families occupying a PBV unit for less than 1 year. The previous rent prior to the rent increase approval must be maintained until the lease anniversary/renewal.

Q: Can the PHA re-determine and reduce the rent?

A: Yes, when there’s a five percent or greater decrease in published FMR, the PHA will re-determine the rent and reduce as necessary.

Q: Can a PBV unit receive a rent increase when there is an HQS non-compliance?

A: *The PHA will not approve and the owner will not receive any increase of rent unless all contract units are in compliance with HQS.*

Q: *Must I complete a rent increase request form for each unit?*

A: *For PBV sites with 8 or less units, a rent increase request form must be submitted for each unit. PBV sites with over 8 units, must submit a rent increase request form for each bedroom size and include a listing of each unit for which an increase is requested.*

Q: *Where should I submit a rent increase request?*

A: *PBV sites can submit their rent increase request to our office through the Owner Portal or by email to newyork@cvrinspections.com and copy ccameron@cvrnewyork.com or fax to 914-995-5441.*

Q: *What happens once the rent increase request is submitted?*

A: *Once received, your request will be reviewed and a rent determination is made. You will be notified via email of the approved rent, which will be followed up with a written notice.*

Q: *Are PBV units subject to HAP abatement?*

A: *Yes, PBV units are subject to HAP abatement when it has been determined that a unit on the program fails to meet HQS, and the owner is responsible for completing the necessary repair(s) in the time period specified by the PHA. No retroactive payments will be made to the owner for the period of time HAP was abated and the unit did not comply with HQS. The tenant is not responsible for the portion of rent abated.*

Resources

Owner Portal (https://nyowner.hcvportal.org/)	Inspection Portal (https://newyork.cvrinspections.com/)
<ul style="list-style-type: none">• Review inspection appointments and notices• Get inspection results (all unit)• Update contact info• Request rent increase• Request extension• Submit self-certification• And more	<ul style="list-style-type: none">• Get inspection results (individual unit)• Review inspection appointments and notices• Request extension• Submit self-certification