

SHA TIMES



HOUSING CHOICE VOUCHER PROGRAM WAITING LIST IS OPEN

SHA is now accepting applications for the Housing Choice Voucher (HCV) Program (formerly known as Section 8) waiting list. The waiting list will remain open until further notice. The HCV Program is a rent subsidy program for low and moderate income household families to help them afford decent, safe, and sanitary housing in the private market.

Applications will be accepted **IN PERSON** only at SHA's Administrative Office located at 200 N 11th St in Springfield, Illinois. All applicants **MUST** be interviewed by a HCV Specialist who will review the application for completeness, accuracy and ensure that appropriate signatures have been obtained. Applications submitted by mail, fax, or internet **WILL NOT** be accepted. SHA will only accept applications with **ORIGINAL DOCUMENTS**. Photocopies are **NOT** acceptable and applications with photocopies will **NOT** be accepted.



Any changes to your HCV Program application, including but not limited to mailing address, phone, family composition and household income, **MUST** be submitted to SHA in writing. Changes by telephone will **NOT** be accepted. Failure to update your mailing address may cause your application to be withdrawn. Any mail sent by SHA to an applicant which is returned by the US Postal Service for ANY reason is grounds for **AUTOMATIC WITHDRAWAL** from the waiting list.

Applications will **ONLY** be accepted **Tuesdays from 8:30 to 11:30 am & 1 to 4 pm**. For more information about eligibility criteria, mandatory documents, preference points available for those who live and/or work in Sangamon County, and other requirements, please visit our website at www.springfieldhousingauthority.org.

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LINCOLNWOOD ESTATES NOW ACCEPTING APPLICATIONS

SHA is now accepting applications for our newly remodeled Lincolnwood Estates Community. There are twenty-eight (28) 3-bedroom newly remodeled units each have an open floor concept with amenities like a dishwasher, washer/dryer, and brand new kitchen and bathroom. Lincolnwood Estates is Project-Based Voucher assistance. This means your rent will be based on your income while you are living in the unit; however, the assistance won't move with you as the voucher is tied to the unit.

Applications can be submitted through our Affordable Housing Department every **Monday & Tuesday** from **8:30 to 11:30 am** or **1:00 to 4:00 pm**. All applications **MUST** be submitted in person. Telephone, mail, internet, and fax applications will **NOT** be accepted. For information on what documents to bring with your application, please visit our website.

AFFORDABLE HOUSING APPLICATIONS CONTINUE TO BE ACCEPTED

Applications for Affordable Housing (formerly known as Public Housing) including King's Court and the Villas at Vinegar Hill, are accepted every **Monday & Tuesday** from **8:30 to 11:30 am** or **1:00 to 4:00 pm**. All applications **MUST** be submitted in person. Telephone, mail, internet, and fax applications will **NOT** be accepted. For information on what documents to bring with your application, please visit our website.



2020 Census FAQ

What is the census?

The census is a count of every person who lives in the United States and its territories. It happens every 10 years. In early 2020, you will be asked to count everyone who lives in your home as of April 1. Responding to the 2020 Census is a chance to shape your future.

What's in it for me?



Your responses inform where over \$675 billion is distributed each year to communities nationwide for clinics, schools, roads, and more.



Census data gives community leaders vital information to make decisions about building community centers, opening businesses, and planning for the future.



Responding also fulfills your civic duty because it's mandated by the U.S. Constitution. The United States has counted its population every 10 years since 1790.



Your responses are used to redraw legislative districts and determine the number of seats your state has in the U.S. House of Representatives.

Is my information safe?

Your responses to the 2020 Census are safe, secure, and protected by federal law. Your answers can only be used to produce statistics. They cannot be used against you by any government agency or court in any way—not by the FBI, not by the CIA, not by the DHS, and not by ICE.

When can I respond to the census?

In early 2020, every household in America will receive a notice to complete the census online, by phone, or by mail. In May, the U.S. Census Bureau will begin following up in person with households that have yet to respond.

What will I be asked?

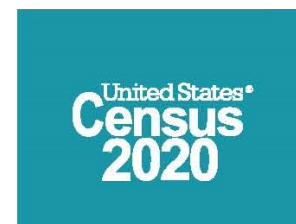
You will be asked a few simple questions, like age, sex, and the number of people who live in your home, including children.

What won't be asked?

The census will never ask for Social Security numbers, bank or credit card numbers, money or donations, or anything related to political parties.

So, how does the census affect housing?

The census data is used by Congress to determine how much funding HUD Programs, like the HCV and Affordable Housing Programs, receives every year. HUD also uses the data to establish Fair Market Rents and enforcing fair lending practices. By making sure you are counted, you can ensure that housing programs receive adequate funding in the communities that need it the most.



For more information, visit:

2020CENSUS.GOV

Census 2020 is HIRING!

Goodwill Open Lab



October
28th

November
11th

November
25th

December
9th

1 PM-4 PM*

**dates and times subject to change, please call ahead*

Goodwill Career Center Computer Lab Open Hours for
Census 2020 job applications. Census recruiter
La'Tasha Sharp will be on site for questions and assistance.
Call Career Center at **(217) 789-0400** for more information.

1220 Outer Park Drive Springfield, IL 62704

- REMINDER to **ALL AFFORDABLE HOUSING & HOUSING CHOICE VOUCHER PARTICIPANTS:**
- As a participant in SHA's subsidized housing programs, it is your obligation to report **ANY**
- **AND ALL** changes that happen in your household. This means if your income goes up or
- down, someone moves out, or you are requesting to add someone to your household.
- Failure to report income can lead to repayments or termination of your assistance.

WHAT ARE E-CIGARETTES?

Electronic cigarettes (e-cigarettes) are battery-powered devices that deliver nicotine, flavorings, and other ingredients to the user. Using e-cigarettes is sometimes called “vaping.” E-cigarettes do not create harmless “water vapor” – they create an aerosol that can contain harmful chemicals.

HOW MANY YOUTH ARE USING E-CIGARETTES?

- E-cigarettes have been the most commonly used tobacco product among U.S. youth since 2014.
- In 2018, CDC and FDA data showed that more than 3.6 million U.S. youth, including 1 in 5 high school students and 1 in 20 middle school students, were past-month e-cigarette users.
- During 2017 and 2018, e-cigarette use skyrocketed among youth, leading the U.S. Surgeon General to call the use of these products among youth an epidemic in the United States.

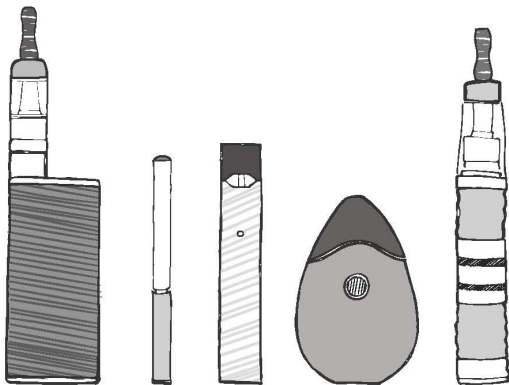
WHAT ARE THE RISKS FOR YOUTH?

- Most e-cigarettes contain nicotine, which is highly addictive. Nicotine exposure during adolescence can:
 - » Harm brain development, which continues until about age 25.
 - » Impact learning, memory, and attention.
 - » Increase risk for future addiction to other drugs.
- Young people who use e-cigarettes may be more likely to go on to use regular cigarettes.
- Many e-cigarettes come in kid-friendly flavors – including mango, fruit, and crème – which make e-cigarettes more appealing to young people.
- E-cigarette aerosol is not harmless. It can contain harmful substances, including:
 - » Nicotine
 - » Ultrafine particles
 - » Cancer-causing chemicals
 - » Flavorings that have been linked to lung disease
 - » Volatile organic compounds
 - » Heavy metals such as nickel, tin, and lead



WHAT DO E-CIGARETTES LOOK LIKE?

- E-cigarettes come in many shapes and sizes. Some look like regular cigarettes, cigars, or pipes. Larger e-cigarettes such as tank systems – or “mods” – do not look like other tobacco products.
- Some e-cigarettes look like other items commonly used by youth, such as pens and other everyday items. New e-cigarettes shaped like USB flash drives are popular among youth, including JUUL and the PAX Era, which looks like JUUL and delivers marijuana.



ABOUT USB FLASH DRIVE-SHAPED E-CIGARETTES

As a parent or caregiver, you may have heard about the use of USB flash drive-shaped e-cigarettes, including JUUL (pronounced “jewel”). JUUL is the top-selling e-cigarette brand in the United States.

JUUL is being used by students in schools, including in classrooms and bathrooms. JUUL’s nicotine liquid refills are called “pods.” According to the manufacturer, a single JUUL pod can contain as much nicotine as a pack of 20 regular cigarettes.

JUUL delivers nicotine in a new form called “nicotine salts,” which can make it less harsh on the throat and easier to use by youth. JUUL also comes in flavors that can appeal to youth.



WHAT CAN YOU DO AS A PARENT OR CAREGIVER?

As a parent or caregiver, you have an important role in protecting children from e-cigarettes.

- » Talk to your child or teen about why e-cigarettes are harmful for them. It’s never too late.
- » Set a good example by being tobacco-free.
- » Learn about the different shapes and types of e-cigarettes and the risks of e-cigarette use for young people at www.CDC.gov/e-cigarettes.

Remember SHA’s Smoke-Free Policy bans the use of prohibited tobacco products in all affordable housing units, indoor common areas in affordable housing, and in PHA administrative buildings. The smoke-free radius extends to twenty-five (25) feet away from the prohibited areas.



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention



UTILITY ASSISTANCE CARDS

If you receive utility assistance, you **MUST** visit any of the Bank of Springfield (BOS) locations listed below to complete the initial sign-up process. Utility assistance payments will **ONLY** be distributed through the BOS debit card. You will need to bring a **valid Photo ID & Social Security Card** to open this account.

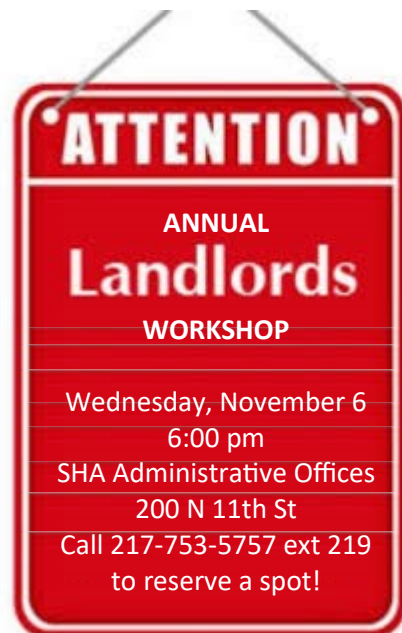
The Visa debit cards work at any location that Visa is accepted. BOS has a number of surcharge-free BOS ATM's located throughout Sangamon County. BOS also has two surcharge-free ATM networks, Money Pass and AlphaLink Alliance Network, which provide over 23,000 ATM locations nationwide.

You can check your balance, access information, and/or report the card as lost/stolen through the 1-800 number located on the back of the card. BOS has three full service branches in Springfield and one in Chatham to serve you:

- *2600 Stevenson Dr
- *850 E Madison St
- *3400 Wabash Ave
- *1140 Commercial Ct (Chatham)



ATM locations can be viewed by visiting the BOS website at www.bankwithbos.com or calling 217-529-5555 or toll-free at 1-877-698-3278.



HCV FAIR MARKET RENTS

All HCV Fair Market Rents increased effective October 1, 2019:

Voucher Size	FY 2020 Amounts*
0	\$574
1	\$658
2	\$850
3	\$1,081
4	\$1,151
5	\$1,322
6	\$1,492

*Landlord pays utilities. If utilities are not included, a utility allowance based on each type of unit will be used to determine rental payments. If you have any questions, please see your specialist.

DAYLIGHT SAVINGS TIME ENDS SUNDAY, NOVEMBER 3, 2019



The time change is an excellent time to change the batteries in all your smoke detectors and test them to make sure they are in working order!



www.springfieldhousingauthority.org

NEWS YOU CAN USE

HIGH-RISE HAPPENINGS



The gardens at our high-rises continue to bloom thanks to the green thumbs of our residents!

And when they finish working in the garden or just need a refresher, all residents can enjoy a cool drink from one of our “Hydration Stations.”

Another new feature at each high-rise is the Wall of Honor, which honors residents who have served our country. Each wall contains a picture of the resident with a plaque commemorating their dates of service, rank, and branch. SHA salutes all of our veterans and thanks you for your service.



SECTION 3

The Springfield Housing Authority’s Section 3 Program is designed to help low and very low income people within our housing programs, as well as in Sangamon County, to find employment opportunities on HUD funded projects.

Applications for this program are accepted at the SHA Main Office, 200 N 11th St or can be completed on-line through our website at www.springfieldhousingauthority.org. This page is updated with new opportunities, training information and requirements of the Section 3 program.

If you have any questions regarding this project or would like more information on how to sign up for the Section 3 program, please contact Blake Whitener at **217-753-5757 Ext 315** or visit our website.

OCTOBER IS HOUSING AMERICA MONTH!

Housing America is a campaign started by the National Association of Housing and Redevelopment Officials (NAHRO) that raises national awareness of the need and importance of safe, quality, affordable housing through education, advocacy, and empowerment. Learn more at <https://www.housingamericacampaign.org/>





Family Self-Sufficiency (FSS) PROGRAM



Recent FSS Graduates, pictured from left to right: Shaela H, Amber D, Keana P, Billie F, Yolanda D, Lyndell D, & Veronica C.

CONGRATULATIONS TO OUR RECENT FSS GRADUATES!

In June 2019, SHA had a ceremony to recognize the accomplishments of our recent FSS graduates. SHA dispersed over \$45,294 in escrow payments!

If you have goals that you would like to achieve and could benefit from **one-on-one** support in achieving them, as well as earn **\$\$** once those goals are completed, then the Self-Sufficiency Program is for **YOU!** Ask your specialist today!

SELF-SUFFICIENCY SPECIALISTS

Joseph Jones
Ext 251

Deborah McKenzie
Ext 228

Allison Smith
Ext 259

Rob Staff
Ext 212

HOMEOWNERSHIP & PRE-FORECLOSURE SERVICES

SHA offers the following two programs that make purchasing a home more affordable for low- to moderate-income families and individuals:

HCV Homeownership Requirements:

- * Must be a Section 8 participant OR currently eligible for the HCV Program
- * Minimum annual income of \$14,500 from wages unless elderly or disabled*

Affordable Housing Homeownership Requirements:

- * Do not need to be a resident of affordable housing
- * Minimum annual income of \$24,000 from wages



All applicants must be employed FULL-TIME for 12 consecutive months, unless elderly or disabled*, must be a first time homebuyer, and must complete pre- and post-purchase counseling offered through SHA. We are now offering Pre-Foreclosure Counseling Services including information on options, completing paperwork, working with lenders, short-sales and deed in lieu.

Through the Foreclosure Prevention Program (FPP), SHA can provide options and work as an authorized third-party to help and possibly obtain a solution to delinquency. For more information about SHA's Homeownership or Pre-Foreclosure Services, please contact SHA's Homeownership Coordinator Deborah Lorenc at **217-753-5757 Ext 209.**

**head of household, spouse or sole member must be a person with disabilities*

AFFORDABLE HOUSING (FORMERLY KNOWN AS PUBLIC HOUSING)

DIRECT DEBIT

Make your rent a priority each month, as the eviction process will be followed to keep tenant accounts paid in full each month per HUD regulations. Those who leave with a balance will be reported to HUD's Enterprise Income Verification (**EIV**) System. This means those with balances will not be allowed to receive assistance from another housing authority until any past balances are paid in full.

Direct debits will be withdrawn from your account on the **FIFTH (5TH)** of each month. You will not be held responsible for any late fees and save money on checks/money orders and transportation. Enjoy the benefits and savings of utilizing our direct debit program. Direct debit may be utilized on any debit card including Social Security benefit cards. Call Becky to sign up today at **217-753-5757 Ext 227** or visit our website.

INCOME CHANGES

Be sure to report **ALL** household income, including temporary employment, unemployment, child support, social security and/or TANF. In addition, be sure to report any decrease in income, including no income. Income changes for all residents are accepted from **8:30 to 11:30 am or 1:00 to 4:00 pm** on the following days:

November 4, 5, 6 & 7

December 2, 3, 4 & 5

January 2, 6, 7 & 8

Your Occupancy Specialist will verify the total income, including unreported income. Your rental payments will be based on the household's total income. **All income is reported to EIV and SHA will discover any unreported income.**

CHECK YOUR BALANCE ONLINE

To check your current balance, visit our website at **www.springfieldhousingauthority.org**. The Username is the Head of Household's Last Name. The Password is the Head of Household's last four digits of their Social Security Number. For more information, contact Becky at **217-753-5757 Ext 227**.

LATE FEES

Rent is due on the **FIRST (1ST) day** of the month. If rent is not received in our office by the **SEVENTH (7TH)**, a \$10 late fee will be added. Residents will receive a 14-Day Notice, which comes with an additional \$15 fee. The 14-Day Notice fee is **NOT** assessed until a resident is served with the 14-Day Notice by the Process Server. If rent is late, residents may receive late fees totaling \$25.

If court proceedings are started for delinquency, chronic delinquency (late twice), or non-compliance, a summons fee will be issued, which ranges from \$40 (in-person service) to \$45 (if in-person service unsuccessful). Once court proceedings are initiated, residents **MUST** pay the entire account balance, which includes any charges for the next month. Some examples of charges include (but are not limited to) rent, late fees, maintenance fees, and utilities.

Rent payments are **#1 PRIORITY!!!**

YARD WORK

Fall is around the corner and that means it will be time to rake leaves! Leaf collection is usually held in November and will be announced by the City of Springfield's Office of Public Works. Grass, leaves and other yard waste must be placed in paper yard waste bags or in an enclosed trash can marked "yard waste."

SHA also reminds residents that they are responsible for the upkeep of the exterior of their homes and yards. Lawns should be cut and free of any yard waste or debris.

Public Works crews provide free branch collection for fallen branches and brush through November. "Branches" means any tree limb, stick or brush larger around than a pencil. Anything smaller should be placed in yard waste bags for disposal.

Branches must be placed in front of the home in the city right-of-way (not in an alley) and must be placed away from fences, overhanging limbs, power lines and water meters. Only one branch pile per residence, and can be no larger than 10 (ten) feet-length x 4 (four) feet width x 3 (three) feet height.

The City of Springfield assesses fines and fees to yards that are not kept to regulations. **Any fines and fees associated with your unit will be billed to your SHA account.**

Visit **<http://springfieldhousingauthority.org/ph.aspx>** to view the SHA's Maintenance Tenant Charge Schedule.

AFFORDABLE HOUSING APPLICATIONS

Applications for Affordable Housing, including King's Court and the Villas at Vinegar Hill, are accepted every **Monday & Tuesday** from **8:30 to 11:30 am or 1:00 to 4:00 pm**. All applications **MUST** be submitted in person. Telephone, mail, internet, and fax applications will **NOT** be accepted. For information on what documents to bring with your application, please visit our website.

WALK-IN HOURS FOR CURRENT RESIDENTS

Walk-In hours for current Public Housing residents are **Wednesdays from 8:30 to 11:30 am or 1:00 to 4:00 pm**.

PH OCCUPANCY SPECIALISTS

Amber Watkins, AMP 1 & 4
Ext 257

Latina Faulkner, AMP 2 & 7
Ext 202

Amy Washington, AMP 3
Ext 217

Tamiko Bilbro, AMP 6, 8 & 9 (VILLAS)
Ext 256

WALK-IN HOURS FOR TENANTS & LANDLORDS:

Mondays
1:00 - 4:00 pm

Wednesdays
8:30 - 11:30 am
1:00 - 4:00 pm

All other times are by
appointment only.

HCV WAITING LIST IS OPEN

The waiting lists for the HCV Program is open and applications are accepted only on Tuesdays. Keep your address current with this office, as notification will be sent by mail only. For more information, visit our website. See the cover page for more details.

HCV SPECIALISTS

Kylie Hagaman
A - C
Ext 282

Hailey Stelivan
D - H
Ext 253

Sharon Helms
I - Mi
Ext 254

Chloe Houston
Mo - Sm
Ext 218

Lisa Sloan
Sn - Z
Ext 281

Jeanette Lee
Special Projects
Ext 273



INCOME CHANGES

Income changes for all residents are accepted from **8:30 - 11:30 am or 1:00 - 4:00 pm** on the following days:

November 4, 5, 6 & 7

December 2, 3, 4 & 5

January 2, 6, 7 & 8

If your income increases or decreases by \$100, you **MUST** report your income. If you are reporting a new job, you must report it the month following your hire date. Five (5) paychecks are **NOT** needed to report new income as staff have a process to verify new income.

FAMILY CHANGES

All family members **MUST** be approved by SHA prior to moving in. In the case of birth or adoption of children, you must notify your caseworker. Family composition changes can be requested in person during regular walk-in hours.

30-DAY NOTICES

All tenants interested in moving **MUST** submit a 30-day notice during **walk-in hours** on the **following days only:**

October 23 & 28

November 20, 25 & 27

December 23 & 30

January 22 & 27

HAP & UTILITY PAYMENTS

All HAP and utility payments are processed during the first five business days of the month. Please wait until **AFTER the FIFTH (5TH) business day** before you call to check on a payment.

ONLINE PAYMENT INFORMATION

Please visit the "Landlord" section of our website to review and confirm electronic payments.

To retrieve your user name, password or ask questions regarding our program, please call Candi at **217-753-5757 Ext 219.**

LANDLORD ORIENTATION

Our next new landlord orientation will be on **Monday, November 4, 2019 at 9 am** in our conference room at the Administrative Offices.

LANDLORD REFERRAL PROGRAM

Refer a new landlord who leases to a tenant for at least six months and receive \$50 as part of our new referral program.

Only owners are eligible for this new program, which allows for a maximum of four referrals in a 12-month period.

For more information about this program, call **217-753-5757 Ext 219.**



Jackie L. Newman, Executive Director
200 North 11th Street
Springfield, Illinois 62703

Phone: 217-753-5757
Fax: 217-753-5799

www.springfieldhousingauthority.org

CONGRATULATIONS

Deborah Lorenc, Homeownership Coordinator
2018 Employee of the Year

Joseph Jones, FSS Specialist
2018 Rising Star Award

Tim Black, AMP 3 LIB Maintainer
2018 Charlie Boggs Humanitarian Award

Robb Stark, Procurement Specialist
2018 Bright Idea Award

Stacy Huebsch, Finance Manager
2019 Employee of the Second Quarter

PROMOTIONS & NEW POSITIONS

Tamiko Bilbro, Public Housing Program Integrity Specialist

Sheldon Brown, Building Maintainer

Deborah McKenzie, FSS Specialist

Hailey Stelivan, HCV Specialist

Sarah Thomas, AMP 1 Manager

WELCOME NEW STAFF MEMBERS

Rick Black, Caretaker

Latina Faulkner, Occupancy Specialist

Kylie Hagaman, HCV Specialist

Henry Harper, Custodian

Sharon Helms, HCV Specialist

Sonnie Loschen, ROSS Coordinator

Donna Murray, Temporary Receptionist

Dwayne Murray, Public Housing Inspector

Amber Watkins, Occupancy Specialist

SHA will be closed
to observe the following holidays:

Veteran's Day

Monday, November 11

Thanksgiving

Thursday, November 28

Friday, November 29

Christmas

Tuesday, December 24

Wednesday, December 25

New Year's Day

Wednesday, January 1