
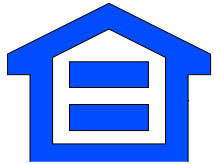


## NEK-CAP, Inc. PHA Service Area



 Rural areas and towns in the following counties are included in the Housing Choice Voucher Program: Atchison (except the City of Atchison), Brown, Doniphan, Jackson, Jefferson, Marshall and Nemaha.



**Equal Housing Opportunity**

NEK-CAP, Inc. Public Housing Authority does not discriminate against race, color, national origin, sex, religion, age or handicapped states in employment or provisions of programs or services.

*For more information,  
contact our office:*

**Brown County/NEK-CAP, Inc. Housing Authority**  
1260 220th Street ~ Hiawatha, KS 66434  
785-742-2222, Extension 453  
[housing@nekcaph.org](mailto:housing@nekcaph.org)



### NEK-CAP, Inc.'s Vision

*One by one all individuals, families and  
communities become self-reliant.*

### NEK-CAP, Inc.'s Mission

*We provide comprehensive education and social  
services to low-income community members  
through collaborative partnerships focused on  
promoting the development of individuals and  
families, empowerment, and economic security.*

# NEK-CAP, Inc.

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social services to low-income community members  
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## Tenant's Guide Housing Choice Voucher



NEK-CAP, Inc. Administrative Office  
**Northeast Kansas Community Action Program**  
**Brown County Housing Authority**  
PO Box 380 ~ 1260 220<sup>th</sup> Street  
Hiawatha, KS 66434  
Phone: 785-742-2222 ~ Fax: 785-742-2164  
[nekcaph@nekcaph.org](mailto:nekcaph@nekcaph.org) ~ [www.nekcaph.org](http://www.nekcaph.org)

## What is the Housing Choice Voucher program?

It is funded by the U.S. Department of Housing and Urban Development (HUD). "Housing Choice" means tenants choose to rent an existing house, duplex, apartment or mobile home from a private owner. The dwelling was not built specifically for housing assistance, but it is an existing structure, previously rented to tenants paying full rent. The selected rental must meet program requirements.

## Who is Eligible?

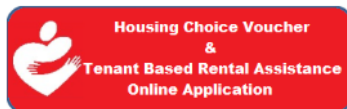
Elderly, disabled/handicapped individuals and low-income families. Family income primarily determines eligibility.

## To Find Out More...

Check out our website at [www.nekcap.org](http://www.nekcap.org) to complete an application. When eligibility has been established and rental assistance is available, you will be given a voucher to look for housing within 60-120 days.



## Housing Assistance



Scroll down till you see this red box, click to apply -

## What Then?

You find suitable, affordable housing and ask for the landlord to contact the Public Housing Authority (PHA) for an explanation of the program and an inspection of the property. After the unit passes the Housing Quality Standards (HQS) inspection, you complete a lease agreement with the landlord. You are responsible for the full amount of the security deposit.

## What is Suitable Housing?

Family size determines the size of dwelling (number of bedrooms) for which you are eligible. You choose the type of home you want (single family, duplex, apartment or mobile home) as long as it meets the standards of the Housing Authority.







You may be able to stay in the dwelling you now occupy if it meets Housing Choice Voucher Program Guidelines and your landlord agrees to participate in the Housing Choice Voucher Program. There are restrictions on tenants renting from relatives.

## How Much Rent Do You Pay?

Everyone is expected to pay some of their own housing expenses. Your share of the rent is determined by your income and family composition. The Housing Authority is not a landlord. You pay rent that the HA determines to be your responsibility directly to the property owner. The HA pays the remainder of rent directly to the landlord.

*NEK-CAP, Inc. is an equal opportunity provider and employer.*




## As a Tenant You Must -

-  Abide by the HUD HCV Regulations
-  Comply with the terms of the lease
-  Maintain the property in a safe, sanitary condition
-  Permit periodic inspections
-  Give proper notice when moving
-  Pay rent and utility bills on time



## NEK-CAP, Inc. PHA...

Administers the Housing Choice Voucher Program in Northeast Kansas and makes certain...

-  All dwellings are decent, safe and sanitary
-  All tenants meet low-income eligibility Requirements
-  All tenants and owners obey Federal Regulations

If a problem arises that the tenant and owner cannot resolve after earnest effort, the Housing Authority will attempt to mediate a satisfactory solution.