Home to Stay

If the family chooses a unit with a gross rent higher than the payment standard and their portion exceeds 40% of their monthly income, OS will contact Navigator or Landlord to see if a new rent can be negotiated.

Eligibility determined by MaineHousing.

If approved MaineHousing conducts Tenant Briefing and issuance of voucher.

Create Housing Stabilization Plan, Housing Search, Location of suitable unit.

If denied Navigator may either assist client with appeal process.

Navigator submits completed application to MaineHousing for approval.

Tenant submits completed RFTA to MaineHousing for review.

Occupancy Specialist reviews unit for affordability.

If unit is affordable OS request a HQS inspection and rent survey.

Inspection Services schedules and completes an inspection and rent survey.

Once the unit passes inspection and rent reasonableness has been approved. PO will communicate with navigator, tenant, and landlord that move in is approved. HAP contract, VAWA Addendum, and Tenancy Addendum will be provided to landlord for completion. MaineHousing can not authorize a payment until these forms are signed and returned to the PO with a copy of your signed lease.