



Creating Housing Options in Communities for Everyone

Property Owners and Property Managers Requirements for Participation in the CHOICE Program

Leasing

1. Allow Housing Quality Standards (HQS) Inspection (Form HUD-52580) of rental units when property is selected by a CHOICE recipient by Mississippi Home Corporation (MHC) staff or designated Public Housing Authority.
2. Execute the property's standard Lease Agreement with CHOICE tenant.
3. Execute the MHC Housing Assistance Payment (HAP) Contract for the unit occupied by CHOICE tenant.

General Requirements

1. Maintain current vacancy information in www.MSHousingSearch.org. When registering the property in MSHousingSearch.org, the development must complete the section on the "Special Needs Populations: (private) page," and checking at least the "Mental Health Consumer" option.
2. Identify property Point of Contact (POC) for matters dealing with the local Community Mental Health Center (CMHC) and MHC.
3. Responsibilities of the property's POC
 - Establish contact with CMHC POC and notify the CMHC of changes in the property POC.
 - Respond to inquiries and requests for assistance received from CMHC regarding prospective or current CHOICE tenants.
 - Incidents/grievances involving CHOICE tenant that risk tenant's continued occupancy of the unit:
 - Report incident to CMHC POC as soon as possible, but no longer than 24 hours, if the incident cannot be resolved through normal property management procedures
 - If situation cannot be resolved with assistance from CMHC POC, notify POC at Mississippi Department of Mental Health and MHC.
 - Report any occupancy changes of tenant's unit to CMHC POC, such as number of people living in the unit
 - Rent reasonableness will be conducted to ensure that rents charged by owners to Housing CHOICE Voucher program participants are reasonable.
4. If property is in the Low Income Housing Tax Credit program, maintain compliance with MHC's program requirements