



STATE OF MICHIGAN

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Addendum to Housing Choice Voucher PHA Plan

FAMILY SELF-SUFFICIENCY AND HOMEOWNERSHIP PROGRAMS AFFIRMATIVELY FURTHERING FAIR HOUSING

As required by Section 808(e)(5) of the Fair Housing Act

Equal housing opportunity for all persons, regardless of race, color, national origin, religion, age, sex, familial status, marital status, or disability, is a fundamental policy of the Michigan State Housing Development Authority (MSHDA). MSHDA is committed to diligence in assuring equal housing opportunity and non-discrimination to all aspects of its housing financing activities. As a state created housing finance agency, MSHDA has an ethical as well as legal imperative to work aggressively to ensure that MSHDA financed housing programs comply fully with all state and federal fair housing laws.

Reasonable steps are always taken to affirmatively further fair housing in MSHDA's Housing Choice Voucher (HCV) Family Self-Sufficiency (FSS) and *Key to Own* Homeownership Programs.

- 1) The FSS and *Key to Own* Homeownership Coordinator positions are advertised statewide via the Michigan Civil Service Commission State of Michigan Job Postings website at <http://web1mdcs.state.mi.us/vacancyweb/vacancyinq.asp>. Local FSS Coordinators are recruited through Continuum of Care meetings, local periodicals, and personal recommendations from MSHDA partners.
- 2) The FSS and *Key to Own* Homeownership Programs are marketed to all MSHDA HCV recipients regardless of race, color, national origin, religion, age, sex, familial status, marital status, or disability. Information on the MSHDA FSS Program can be accessed at http://www.michigan.gov/documents/FSS_Program_22027_156422_7.htm and information on the MSHDA *Key to Own* Homeownership Program can be accessed at http://www.michigan.gov/documents/HomeOwnership_Flyer_167318_7.pdf. The *Explore Your Options* brochure advertising these two programs is provided to MSHDA HCV recipients at every new admission and annual re-examination. MSHDA FSS and *Key to Own* Homeownership applications are provided to all HCV recipients through promotional mailings and by request.



- 3) In compliance with 24 CFR8.6, the MSHDA FSS and *Key to Own Homeownership* Programs ensure that all buildings and communications that facilitate applications and service delivery are accessible to persons with disabilities. If requested, services can be provided at other locations and TTY telephone communications are available at all locations. Applications to the MSHDA FSS and *Key to Own Homeownership* Programs are mailed directly to the homes of the MSHDA HCV recipient and/or their listed representative. Detailed policy and procedure on Reasonable Accommodation is outlined in MSHDA's Office of Housing Voucher Programs Policy and Procedure Manual.
- 4) MSHDA provides counseling and referrals to individuals and families covered under the Fair Housing Act by informing them of the many programs offered through MSHDA. The means of communication to raise awareness of these programs include newspapers, television, website, radio, service provider contacts in all 83 counties of Michigan, and the annual Affordable Housing Conference held in the State's capital of Lansing. At the Initial Briefing, HCV participants are provided information on fair housing, how to find a safe and affordable unit, and leasing provisions that are prohibited under law. A detailed plan of outreach is outlined in MSHDA's Office of Housing Voucher Programs Policy and Procedure Manual.
- 5) MSHDA provides all HCV participants with fair housing information at their Initial Briefing including the distribution of the Housing Discrimination Complaint form (HUD-903). The HUD-903 provides information on what housing discrimination is and the steps the tenant should take to submit a detailed report to HUD. Local telephone numbers are provided along with the 1-800-669-9777 that the tenant can call to submit fair housing complaint. MSHDA prominently displays the Equal Housing Opportunity poster in its two central offices and requires that all contracted partners display the same documentation in their local offices. It is the policy of MSHDA to fully comply with all federal, state and local nondiscrimination laws and in accordance with the rules and regulations governing Fair Housing and Equal Opportunity in housing and employment.
- 6) The MSHDA FSS and *Key to Own Homeownership* Programs assist in the recruitment of landlords, service providers, and lending professionals in areas that expand housing choice to program participants looking to own homes. MSHDA implemented a web-based housing locator service, *MichiganHousingLocator.com*, in an effort to overcome the barrier of finding safe and affordable housing. The

website encourages landlords in all 83 counties to list their vacant units and real time data shows that over 5,500 properties and over 178,000 rental units are currently listed in Michigan. FSS Coordinators work with participants to identify safe and affordable housing along with other wrap-around services that will provide them with opportunities for self-sufficiency. The *Key to Own* Homeownership Program provides participants with a listing of available lenders that provide affordable mortgages to potential homeowners.

- 7) All record keeping for the MSHDA FSS and Key to Own Homeownership Programs will be maintained via HUD-50058 reporting.