



March 26, 2020

## LANDLORDS PARTICIPATING IN THE DETROIT HOUSING COMMISSION HOUSING CHOICE VOUCHER PROGRAM HOUSING QUALITY STANDARDS (HQS) INSPECTION ANNOUNCEMENT

The Detroit Housing Commission (DHC) is continuing to operate during the National Emergency resulting from the Coronavirus Pandemic (COVID-19). DHC has established measures for the workplace and businesses to minimize disruption in operations. Employees are working remotely and can be reached through email and phone. DHC will continue to meet all Housing Assistance Payment Contract obligations.

### **Inspections:**

DHC will continue to schedule and inspect units for Housing Quality Standards (HQS) for the following conditions:

- **Initial Inspections** for all pending new units.
- **Re-inspections with an outstanding FAILED HQS status.**
- You should be scheduling the reinspection based on the work being completed.
  - If the unit fails, the second HQS Inspection the subsidy will be abated based on the HAP contract.
- **Abate Cure HQS Inspections.** DHC will inspect units in HAP abatement based on you notifying DHC the work is completed. If the unit fails the Abate Cure HQS Inspection, subsidy will remain abated.
- **Compliance and Emergency HQS Inspections** will be scheduled on a case by case basis.
- **Biennial HQS Inspections have been halted during the State of Emergency and Governor Whitmer's Executive Order, "Stay At Home". Biennial HQS Inspections will resume with the lift of the Stay-At-Home order.**

### **Inspection schedule and inquiries.**

- **To begin the Initial Inspection process,** you will need to follow the process outlined on the documentation provided by your prospective tenant. Once you have submitted the RFTA and the unit and leasing has been approved you will be contacted by our Inspection team. If you have any issues, contact [rfta@dhcmi.org](mailto:rfta@dhcmi.org).
- The scheduling for Re-Inspections has not changed, you should contact 313-437-8904
- To schedule Abate Cure HQS Inspections please email [inspections@dhcmi.org](mailto:inspections@dhcmi.org) or call 313-877-8720.
  - You must provide the unit address, tenant name and phone, landlord name, phone and email address.

2211 Orleans • Detroit, MI 48207 • 313.877.8000 • Fax 313-877-8107 • TDD/TYY (313) 877-8900 "Equal Housing Opportunity" DHC will provide a reasonable accommodation to a qualified individual with a disability by providing modifications, alterations or adaptation in policy, procedures, practices. Please advise us if you require a reasonable accommodation.



- To address Compliance and Emergency HQS Inspections please email [inspections@dhcmi.org](mailto:inspections@dhcmi.org) or call 313-877-8720.
  - You must provide unit address, tenant name and phone, landlord name, phone and email address.

Please note Section 9d. of Governor Whitmer's Executive Order states workers for businesses that provide shelter for economically disadvantaged individuals are critical infrastructure workers. With this, you should be able to address the repairs necessary to correct the unit deficiencies. As in normal conditions, failed items should be corrected in a reasonable time frame, ideally within a week of the HQS findings. If you are unable to enter the unit due to current health concerns by the tenant, you need to notify us by email at [inspections@dhcmi.org](mailto:inspections@dhcmi.org) or 313.877-8720.

If you are unable to make the repairs due to the Governor's Order or COVID-19 you should notify DHC as soon as possible at [inspections@dhcmi.org](mailto:inspections@dhcmi.org). We will verify with the tenant and contact you to discuss the situation. You must provide a current phone number for the tenant.

DHC will consider extensions associated with Re-inspections with an outstanding FAILED HQS status if the tenant notifies DHC or the Inspector of a current health concern. The extension will be limited to thirty days.

**DHC has a Landlord Portal.** The portal is intended to assist you with current information. You may view your tenant's records without interruption of service in the DHC Landlord Portal. Landlords can utilize the portal to:

- Update Mailing address and Phone numbers
- Review HAP (Housing Assistance Payments) activity
- View Tenant information and Assigned Housing Specialist
- View Unit Inspection activity and results

If you need a registration code, email [rentcafe@dhcmi.org](mailto:rentcafe@dhcmi.org). The Landlord Portal use requires a valid email address on file with DHC.

Collectively we provide valuable housing opportunities within the community. We have established a contractual partnership which requires the units to meet HQS. The COVID-19 has had a large impact on all of us, it must not impact the need to provide and maintain quality rental housing. If you have any questions, please direct them to [Landlordinfo@dhcmi.org](mailto:Landlordinfo@dhcmi.org).

