

Volume 2/ Issue 2

UPCOMING EVENTS:

ICS Landlord Meeting

October 16th, 2019

12:00 (noon)

ICS

2605 S. Oneida St. Suite 106

Green Bay, WI 54304

Please RSVP to nicolele@ics-gb.org

ICS Landlord Survey

Please watch your email this spring for a link to complete our survey. This survey is intended to help ICS better understand the landlord side of the program.

WINTER INSPECTION TIPS

- Clear sidewalks, walkways, and stairs of snow and ice
- Check all carbon monoxide and smoke detectors are operational
- Make sure all windows are sealed properly and in good working order
- Check that door weather stripping is in good condition and seals the door properly

CLIENT SPOTLIGHT

Charlie W. is a 27 year old ICS voucher holder. At an early age Charlie was diagnosed with autism. In late 2015 her parents were in a bad car accident, which luckily they both recovered from. The accident, and the thought of Charlie being left on her own, encouraged them to look into ways that Charlie could learn to become more independent. They started out by attending Aspiro's transitioning programs where they were referred to ICS by an Aspiro case worker.

Charlie moved out on her own for the first time in 2016. Shortly after moving out she was injured while riding a horse and ended up with a fractured pelvis. Charlie was unable to work for 6 weeks. Her mother attributes the assistance she received from ICS as the reason why Charlie was able to stay in her unit, afford her monthly rental payments, and remain independent.

Charlie is also a part of the ICS Family Self Sufficiency program which has helped her by offering more case management and provides her access to classes that assist in her path to independence. Charlie is very proud of the accomplishments she has made in less than three years being out on her own, and she is an absolute joy to work with.

UPDATED PLACES TO RENT GUIDE

Updating our "Places to Rent Guide" will be an ongoing process. Please contact Sarah Hernandez at sarahhe@ics-gb.org to be added to the Places to Rent Guide, or to update your information. This guide is given to Section 8 clients to assist them in locating a unit.



UPCOMING CHECK RUN VARIANCES

The following HAP payments will not be made on the 1st or 15th of the month. Please mark these dates in your calendar.

June 1, 2019 (will be processed on June 3rd)

HAP CHECK.COM

As a landlord on our program you have access to a website called hapcheck.com. This website provides you information on the payment deposits made to your account. On this website the payments are broken down by tenant name and displays the amount deposited for that specific tenant. The login information is below, please contact an ICS specialist if you do not know your ICS account number. Please be aware if you updated your HAP Check password, and loose or forget it, ICS is not able to help you recover that password you would have to contact HAP Check to do that.

Login: Tax ID or SSN (which ever you used when you filled out the W-9)

Password: ICS account number

RENT INCREASE PROCESS

Please submit all rent increases to Pat at Patle@ics-gb.org. All rent increases must be received by ICS at least 60 days before the rent increase is set to take effect. **It is the landlord's responsibility to submit the rent increase to ICS.**

ICS WEBSITE

Please note the following documents are available on our website, along with several more

- Blank direct deposit forms
- W-9 forms
- BCHA Administrative Plan
- Staff names and email addresses
- Payment standards