



# FAMILY INDEPENDENCE ADMINISTRATION

Seth W. Diamond, Executive Deputy Commissioner




James K. Whelan, Deputy Commissioner  
Policy, Procedures, and Training

Lisa C. Fitzpatrick, Assistant Deputy Commissioner  
Office of Procedures

## POLICY BULLETIN #09-39-OPE (This Policy Bulletin Replaces CD #94-15)

### NYCHA SECTION 8 CASH SECURITY DEPOSITS

<b>Date:</b> April 9, 2009	<b>Subtopic(s):</b> NYCHA
<p>  This procedure can now be accessed on the FIAweb.           </p> <p>Rent restriction</p>	<p>The purpose of this policy bulletin is to inform Job Center staff that cash security deposits must be issued to Section 8 tenants receiving Cash Assistance (CA) living in certain New York City Housing Authority (NYCHA) developments. The list of these NYCHA housing developments appears in the NYCHA Section 8 Developments Chart (<b>Attachment A</b>).</p> <p>Currently, Security Deposit Vouchers are issued on behalf of applicants/participants moving into NYCHA developments. This rule does not apply to all NYCHA tenants. Effective immediately, Section 8 tenants moving into one of the NYCHA developments listed on <b>Attachment A</b> can receive a cash security deposit. All other NYCHA tenants must continue to receive a voucher in lieu of a cash security deposit.</p> <p>A non Section 8 tenant residing in the same development is not eligible for a cash security deposit.</p> <p>For applicants/participants in receipt of Section 8 who have applied for, or are in receipt of ongoing eligibility for CA, and are living in a NYCHA housing development listed in <b>Attachment A</b>, Workers should restrict the rent according to private landlord requirements on the <b>NSBL02</b> screen (not NYCHA restriction requirements) as follows:</p> <ul style="list-style-type: none"> <li>• Enter Shelter Type <b>40</b> (Section 8 Voucher – 30% Limit) in the <b>SHELT Type</b> field.</li> <li>• Enter the actual rent paid by the applicant/participant in the <b>SHELT Amount</b> field.</li> <li>• Enter the following in the RST Data fields in the lower left-hand corner of the screen:</li> </ul>

HAVE QUESTIONS ABOUT THIS PROCEDURE?  
Call 718-557-1313 then press 3 at the prompt followed by 1 or  
send an e-mail to *FIA Call Center*

- Suffix ID of the lowest active or applying CA Suffix in the **SUF** field,
- Rent Restriction type **1** (Direct Involuntary) in the **RST** field,
- Shelter Restriction code **70** in the **ASSOC** field,
- Name and address of the landlord in the **NAME** and **ADDR** fields.

*Effective Immediately*

**Attachment:**

Attachment A – NYCHA Section 8 Developments Chart

## Attachment A – NYCHA Section 8 Developments Chart

### NYCHA Security Deposits

There are 18 housing developments owned by the New York City Housing Authority (NYCHA). When a cash assistance NYCHA Section 8 applicant/participant moves into one of these developments, a cash security deposit is required.

<b>Development Name</b>	<b>Address</b>
<b>Bronx</b>	
Baychester	1860 Schieffelin Ave. Bronx, NY 10466
Castle Hill	645 Castle Hill Ave. Bronx, NY 10473
Marble Hill	5220 Broadway Bronx, NY 10463
Murphy	1805 Crotona Ave. Bronx, NY 10457
St. Mary's Park	649 Westchester Ave. Bronx, NY 10455
<b>Brooklyn</b>	
Bayview	9820 Seaview Ave. Brooklyn, NY 11236
Boulevard	812 Ashford St. Brooklyn, NY 11207
Bushwick	372 Bushwick Ave. Brooklyn, NY 11206
Independence	119 Taylor St. Brooklyn, NY 11211
Linden	914 Van Siclen Ave Brooklyn, NY 11207
Marlboro	2740 86th St. Brooklyn, NY 11233
Williams Plaza	227 Division St. Brooklyn, NY 11211

**Attachment A – NYCHA Section 8 Developments Chart**

<b>Development Name</b>	<b>Address</b>
<b>Manhattan</b>	
344 East 28 St.	228 E 28th St. New York, NY 10016
Amsterdam Addition	205 W 61st St. New York, NY 10213
Chelsea	430 W 26th St. New York, NY 10001
Drew-Hamilton	210 W 142nd St. New York, NY 10030
Manhattanville	549 W 125th St. New York, NY 10027
Rutgers	61 Pike St. New York, NY 10002
Samuel	103-05 W 143rd St. New York, NY 10030
Wise Towers	124 W 91st St. New York, NY 10024
<b>Staten Island</b>	
Stapleton	210 Broad St. Staten Island, NY 10304