The Housing Opportunities Collaborative (HOC) and the Fairfax County Office to Prevent and End Homelessness (OPEH) would like to thank you for providing affordable housing by offering HOC services. There is no cost for these services.

The HOC is an initiative intended to expand opportunities for those experiencing homelessness in Fairfax County. The Collaborative is a project of the Fairfax-Falls Church Partnership to Prevent and End Homelessness, which includes nonprofits and government organizations, all working to end homelessness in our community. It is administered through Fairfax County’s Office to Prevent and End Homelessness and Cornerstones, a community nonprofit.

The services offered by the HOC to private landlords\* include:

* Ability to submit a claim of up to $2000 per unit to the Collaborative’s Risk Reduction Fund
* Intended to supplement any costs for damages and delinquent rent beyond the security deposit at move-out.
* Maximum claim amount per unit is $2,000.
* Process to qualify for and how to submit a claim is included on the services agreement.
* Claim payments are dependent upon HOC availability of funds at time of claim. Requirements include move-in review of unit by landlord and tenant(s). Documentation of damage, expenses and/or rent due with claim form is required at time of claim. Unit on-site review of damages may be requested by the HOC.

* Access to the HOC staff to assist with crisis intervention, if needed.

Examples of crises include tenant behaviors that could potentially lead to legal eviction including overdue payment of rent, destruction of property, and valid neighbor complaints. Crisis intervention does not guarantee resolution of the complaint and intensity of follow-up will vary depending on the issue.

* Ability to list vacancy(s) county-wide to non-profit agencies searching for housing daily for individuals and families.

All that is required is:

* Lease unit to family or individual, represented by Housing Opportunities Collaborative partner agencies for a minimum of 1 year.
* Complete the HOC Private Landlord Services Agreement and e-mail the agreement with the entire lease to [HOC@Cornerstonesva.org](mailto:HOC@Cornerstonesva.org).

The agreement will be provided to you by your agency contact when client’s rental application is approved.

Complete and sign a move-in document with tenant and take pictures of the entire unit prior to move-in. Tenant must also sign the move-in document to indicate approval.

Move-in/Move-out document utilized must document all damages and/or issues at move-in and move-out. Landlord and Tenant must sign the form at move-in and move-out to approve the information.

At move-out, if a risk reduction claim may be submitted for damages or past due rent, the HOC must be notified of potential claim within 5 business days of tenant move-out.

If you have any questions about the services or HOC, contact John Bobby at 571-323-1408 or e-mail [John.Bobby@cornerstonesva.org](mailto:John.Bobby@cornerstonesva.org).

\*Private landlords are individuals that own rental property in their name or under a LLC.