

LCHA Housing Counseling Presents

Recertification

for Public Housing Tenants
and Voucher Holders



Housing Counseling

- Financial Literacy
- Fair Housing
- Budgets / Banking
- Credit
- Rental Counseling
- Home Purchase
- Foreclosure Prevention



LCHA is HUD-Approved Housing Counseling Agency # 80113



Upcoming Workshops



- Foreclosure Prevention - Take online at your own pace
- Credit Basics: Feb 18th, 2026
- Scam Prevention: Mar 18th, 2026
- Fair Housing: April 15th, 2026
- Safe Banking: May 13th, 2026
- Budgeting on a Fixed Income: Jun 17th, 2026
- Savings: Jul 15th, 2026
- Understanding Your Lease: Aug 12th, 2026
- Preventing Financial Exploitation: Sep 16th, 2026
- Downsizing Debt: Oct 14th, 2026
- The Basics of Estate Planning: Nov 18th, 2026
- Maximizing Benefits: Dec 16th, 2026

Pre-Purchase / First Time Homebuyers:
contact Housing Counseling for Link.





Your Hosts

Daisy Hurtado
Housing Counseling

Yanitza Montemayor
HCV Program Coordinator

Solomon Jones
HCV Contract Manager

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33928 N US Highway 45, Grayslake, IL 60030

www.lakecountyha.org



Housekeeping

- All participants are muted .
- Turn off your camera – video will be posted to LCHA's YouTube
- Questions go in the chat.
- Q&a sessionafter presentation.
- **No offensive or abusive language.**
- You will be emailed a copy of this presentation by **Friday 1-16-2026.**

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Today's Workshop

- 1 Recertifications
- 2 Interims
- 3 Rent Increases
- 4 Q & A



Recerts



Recerts

ANNUALLY - EVERY 12 MONTHS

Notification & Scheduling



- Notice goes out 3months prior
- Caseworker schedules the appt.
- **All adults in the household over 18 must attend.**
- In Person preferred, with ADA accommodations via Zoom.
- Children may attend with supervision
- Rescheduling allowed with notice.

Required Documents



PROOF OF IDENTIFICATION



GOVERNMENT ISSUED PHOTO ID

(must not be expired)



BIRTH CERTIFICATE



SOCIAL SECURITY CARD

THESE DOCUMENTS REQUIRED
FOR ALL MEMBERS OF THE
HOUSEHOLD

SOME EXCEPTIONS APPLY

ALTERNATIVES **MAY** BE ACCEPTED
CONTACT LCHA TO GET APPROVAL
TO SUBMIT ALTERNATE DOCUMENTS

Required Documents

PROOF OF INCOME FOR ALL ADULTS 18 YEARS +

All required documents must be dated within the last 60 days.

3 CURRENT CONSECUTIVE PAYSTUBS FOR EARNED INCOME



**EXAMPLES OF
EARNED INCOME
INCLUDE:**



- Wages
- Salaries
- Overtime
- Commissions
- Bonuses / Tips
- Regular Military Pay
- Independent Contractor Income
- Self employed income

Required Documents

PROOF OF INCOME FOR ALL ADULTS 18 YEARS +



**OTHER TYPES OF
INCOME MUST ALSO
BE PROVEN**



- FEDERAL / STATE TAXES + W2'S
- INVESTMENT INCOME STATEMENTS
- TANF OR CASH ASSISTANCE LETTERS
- CHILD/SPOUSAL SUPPORT DOCS
- SS/SSDI/SSI AWARD LETTERS
- VA DISABILITY STATEMENTS
- UNEMPLOYMENT VERIFICATION
- RETIREMENT / PENSION STATEMENTS
- GIFTS FROM FAMILY/FRIENDS

Income that is NOT included

- SNAP payments
- Income of Foster Children/Adults
- Employment income earned by minors
- Income of a live -in aide
- Some military special pay
- Most student financial aide
- Emergency rental and utilities assistance
- Funds from the family's FSS account
- Worker's compensation

These are common examples. Ask LCHA about YOUR income!



Required Documents



PROOF OF ASSETS



BANK
STATEMENTS



PROOF OF
INVESTMENTS



PROOF OF
RETIREMENT PLANS

THESE DOCUMENTS REQUIRED
FOR ALL MEMBERS OF THE
HOUSEHOLD
ALL PAGES, ALL ACCOUNTS

YOUR TEAM NEEDS THE **ULL**
DOCUMENT: ALL PAGES, UNALTERED,
FOR ALL ACCOUNTS.





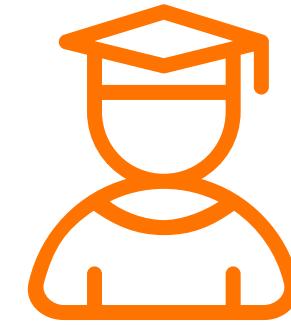
Mandatory Allowances

- \$480 for each dependent .
- \$480 for FULL-TIME Students
- \$400 for any elderly family or disabled family.
- **Childcare expenses** necessary to enable a member of the family to be employed or to further his or her education.
- Unreimbursed **health/medical expenses** of any elderly/ disabled family.**
- Unreimbursed **attendant care expenses** for each disabled family member.**

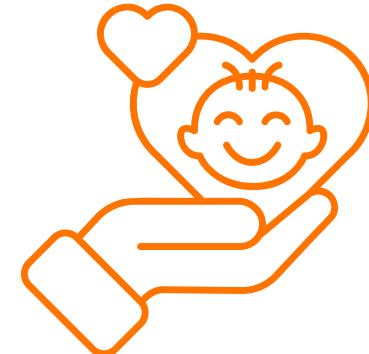
** the sum of these deductions cannot exceed 3% of annual household income

Required Documents

FOR MANDATORY ALLOWANCES



VERIFICATION OF STUDENT STATUS



PROOF OF CHILDCARE COSTS



VERIFICATION OF MEDICAL & ATTENDANT CARE COSTS

Invoice and Proof of Payment is Required.

- School Registrar
- Medical Care Provider
- Childcare Provider

Interims

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Interims

Household & Income Changes

All interim requests must be submitted in writing (email, letter, etc.)

Notification & Documentation



- 10 business days of the change
- Contact your Cert Specialist
- Docs required: see LCHA forms site link below.
- Voucher size may be impacted
- 45 days from the date of request

<https://www.lakecountyha.org/forms>

Rent Increases



Rent Increases

Household & Income Changes

Notification & Documentation



- Landlord must inform LCHA.
- Docs REQUIRED 60D before lease ends.
- Tenant must agree to rent increase
- New lease is required.
- Tenant portion may increase.
- Inform LCHA if landlord asks for more than the agreed upon rent.

Avoiding Common Issues



Communicate!



Attend Appointments!



Submit Documents!



Avoid Fraud!

Q&A



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Get in Touch With LCHA

Contact us to get more info



info@LakeCountyHA.org



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