

# Porting to Crawfordsville Housing Authority (CHA)

## What is Portability?

Portability is the ability to move with your Section 8 Housing Choice Voucher to housing located outside of the PHA that originally issued your voucher (to port out), or to move to CHA with your voucher from a voucher program administered outside of CHA (to port in). In order to port, you must have a Housing Choice Voucher and be moving to and from a jurisdiction in the country that administers a Section 8 Housing Choice Voucher program.

## How do I begin the portability process?

To port into Crawfordsville Housing Authority, you have to initiate the process by requesting portability from the PHA that initially issued you a voucher. This initial PHA will determine whether you are eligible to port. If you are approved to port in, the initial PHA will contact CHA.

## Are you interested in relocating to CHA with your housing voucher?

NOTICE: CHA is currently billing the issuing PHA for all incoming portability housing vouchers.

Once your paperwork is received from your original agency, we will then review the file. The paperwork will then be processed:

Housing voucher participants relocating to CHA will be required to pass a criminal background check and participate in an orientation briefing. Following CHA's receipt of portability documents from the initial housing authority, CHA will schedule your orientation briefing. Please ensure that your contact information (mailing address, telephone number and email address) on the portability forms is correct. CHA will contact you about your briefing appointment by mail or email or phone.

The entire process can take at least 60 days to complete from application received date to voucher issuance.

Your PHA may send port paperwork to: [cha54stacey@gmail.com](mailto:cha54stacey@gmail.com)