



Berkshire  
Housing  
Development  
Corporation

One Fenn Street, 3rd Floor, Pittsfield, Massachusetts 01201  
Tel 413-499-1630 Fax 413-496-9831 www.berkshirehousing.com

**OWNER/MANAGER/TENANT  
LETTER REGARDING FRAUD  
AND PROGRAM ABUSE**

The Department of Housing and Urban Development (HUD) has conveyed to us its serious concerns about violations of housing assistance program regulations. The HUD office of Inspector General (IG) has recently identified cases of fraud by Public Housing Agencies (PHAs) and their employees, owners/managers and tenants participating in housing assistance programs.

In order to provide rental assistance to as many needy families as possible, all participants in HUD and State sponsored programs must help properly utilize funds and follow HUD and state regulations. Incidents of fraud, willful misrepresentation, or intent to deceive, with regard to participation in HUD and state sponsored programs, are criminal acts. If you are suspected of committing any fraudulent acts, we are required to refer the matter to the proper authority for investigation and appropriate action. This could lead to an investigation of the allegation and could result in your being accused of a federal or state crime. You could also be terminated from participation in the program.

**Some examples of Fraud identified in the Inspector General’s investigation included:**

- Collecting extra (“side”) payments in excess of the family’s share of the rent or requiring the family to perform extra ordinary services in lieu of payments.
- Collecting assistance payments for units not occupied by program participants;
- Collecting false vacancy loss or damage claims;
- Bribing PHA employees to certify substandard units as standard and other violations of Housing Quality Standards (HQS), which involve misrepresentation or deceit.

**Some examples of Program Abuse are:**

- Payment to the owner in excess of amounts authorized by the PHA for rent, security deposit, and additional services
- Offering bribes or illegal gratuities to the PHA Board of Directors, employees, contractors, or other PHA representatives
- Offering payments or other incentives to the owner or a third party as an inducement for the third party to make false or misleading statements to the PHA on the family’s behalf
- Use of a false name or the use of falsified, forged, or altered documents
- Intentional misreporting of family information or circumstances (e.g. income, family composition)
- Omitted facts that were obviously known by a family member (e.g., not reporting employment income)
- Admission of program abuse by an adult family member
- The PHA may determine other actions to be program abuse based on the preponderance of the evidence.

Fraud and Program Abuse can lead to termination in the Housing Choice Voucher Program. These violations should be reported immediately. All reports will be treated as confidential. If you wish to make a report, please contact your Program Representative

**I have received the above information:**

**Landlord Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Applicant/Participant Signature** \_\_\_\_\_

**Date** \_\_\_\_\_