

# SAULT STE. MARIE HOUSING COMMISSION

January 2026 Newsletter



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## HUD NSPIRE INSPECTIONS

The Sault Ste. Marie Housing Commission will soon undergo a HUD NSPIRE (*New Standards for the Physical Inspection of Real Estate*) inspection beginning late January to early February 2026. These inspections help ensure all units meet health and safety standards. We strongly recommend you begin preparing your unit by checking the following areas:

- **Accessibility:** Make sure all areas, including closets, appliances, utility areas, and electrical panels, are accessible.
- **Cleanliness:** Keep your unit clean and free of clutter.
- **Windows:** Keep windows unblocked and windowsills free of mildew.
- **Radiators:** Keep items off radiators and ensure covers are intact.
- **Dryers:** Ensure hoses are not dented and vents are clear.
- **Fire Safety:** Do not store flammable items (gas, propane, heaters, etc.) inside units or common areas. Keep doors and windows clear and operational.
- **Report Repairs:** Submit work orders as soon as possible for any leaks, broken windows, inoperable smoke/CO detectors, damaged outlets, or any other needed repairs. If you are unsure, please contact our office.

**IMPORTANT:** Inspectors will select units at random and they cannot be scheduled. HUD inspectors must be allowed into your unit for the inspection. Failure to provide access will result in a Notice to Quit (eviction). We appreciate your cooperation!



## TENANT HANDBOOKS



The updated 2026 Public Housing Handbook & Policies are now ready for pickup at our office. **All residents are required to pick up a copy and sign for it.**

Our office lobby is open Monday through Friday from 9:00 a.m. to 4:00 p.m., and our staff is available by phone until 5:00 p.m. should you have any questions.

For Riverview Terrace and Arlington Towne Apartment residents, our staff will be available at the following locations to distribute handbooks and obtain signatures:

- **Arlington Towne Apartments:** January 21, 2026, at 11:00 a.m.
- **Riverview Terrace:** January 22, 2026, at 11:00 a.m.

## NAHRO POSTER CONTEST



As part of NAHRO's Housing America campaign, an annual poster contest invites children living in affordable housing and community developments managed or administered by NAHRO member agencies to create artwork based on the theme *"What Home Means to Me."*

The contest is open to all children ages 5–18 (grades K–12) who live in a household or receive housing-related services from a NAHRO member agency in good standing. If your poster is selected, you could win a cash prize! Please note the following poster requirements:

- Entries must be created by only one artist.
- Must reflect the theme "What Home Means to Me."
- Must have a landscape (horizontal) orientation.
- Must be at least 8.5" x 11" and no larger than 22" x 28."
- May use any art media (markers, crayons, paint, collage, textiles, etc.).
- Must have the artist's name, grade level, and housing authority written on the back.
- Poster submissions must be accompanied by a completed application packet found at the website stated below.

The Michigan submission deadline is **April 1, 2026**. For more information and to view contest rules, visit <https://www.nahro.org/membership/what-home-means-to-me>.

## COMMUNITY EVENTS

### Winter Farmer's Market

Every Saturday throughout the winter, Bayliss Public Library hosts a Winter Farmer's Market from 10:00am to 12:30pm. Stop by 541 Library Drive and show support for the local crafters!

### Little Sled Libraries

Check out the Little Sled Libraries at Brady Park and Chandler Park! They are stocked with sleds and saucers for you to use - FREE of charge! Brady Park is located on Water Street between Bingham Avenue and Brady Street. Chandler Park can be found at the corner of Sheridan Drive and Hillside Street.

### Skate Night at the Track

Lace up your ice skates and visit the International I-500 Snowmobile Track at 984 W. 4<sup>th</sup> Avenue! Enjoy an exciting skate around the 1-mile, high-banked ice oval on Monday, February 2<sup>nd</sup> from 6:00pm - 8:00pm.



# FOOD PANTRIES

## Feeding America: Upper Peninsula

- Thursday, January 8, 2026 at 4:00pm. Located at the Big Bear Arena (Chi Mukwa) on 2 Ice Circle, Sault Ste. Marie, MI.

## Salvation Army

132 W. Spruce St: 906-632-6521

- Pantry: by appointment only.
- Community Kitchen: Mon-Fri (12pm-12:30pm)
- Bread Rack: Monday - Friday (9:30a - 10:30a)

## First Church of Christ

300 W. Spruce St: 906-632-6511

- Mon-Wed (9am-11am)

## First United Presbyterian Church

555 Bingham Ave: 906-632-7771

- 2nd and 4th Tuesday of each month (3:30pm-5pm)

## St Joseph's Catholic Church

1101 Minneapolis St: 906-632-9625

- Every Tuesday (2pm-3pm)

## CLM Community Action Agency

524 Ashmun St: 906-632-3363

- Mon-Fri (9am-4pm)



## PHADA SCHOLARSHIP PROGRAM

To encourage academic excellence and community responsibility among high school students, PHADA has implemented a scholarship program for graduating seniors who are preparing to enter college. PHADA will award three scholarships to deserving youth currently residing in a PHADA member agency. Applications are due to PHADA by [January 23, 2026](#).

For more information, visit their website at <https://www.phada.org/Conferences-Education/PHADA-Scholarship-Program>.

## SENIOR MEAL PROGRAMS

### Congregate Meal Program

Nutritious lunches are served at the Chippewa-Luce-Mackinac Community Action dining site, where seniors can enjoy a meal in a welcoming group setting. If you are aged 60 years or older, you are eligible to attend. The dining site is open Monday-Friday at noon and located in the Calery Center on 524 Ashmun Street.

### Home Delivered Meals Program

This program is designed to assist home-bound seniors with their dietary needs. Each and every meal is a blend of good taste and balanced nutrition and is delivered to the homes of seniors who are not able to attend Congregate Meal Sites. The Home Delivered Meal Program provides meals for seven days a week. The recommended donation is \$3.00 per meal.

#### Eligibility Requirements:

- You or your spouse must be 60 years of age or older.
- You are home-bound and cannot leave your home independently.
- You are unable to prepare meals and have no other access to a nutritionally balanced diet.

To apply for the Home Delivered Meals Program, contact the Community Action Agency at 906-632-3363.

## 4-FORMS



**Any changes in your household must be reported within ten (10) business days of receiving notice.** This includes updates such as new employment, job loss, changes in pay/hours, child support, a minor starting a job, unemployment benefits, changes in SSI/Social Security benefits, pension or retirement earnings, household size, childcare expenses, cash assistance, etc.

Updates cannot be made via phone or email; you must complete the 4-forms. To avoid retroactive rent charges that can accumulate quickly, complete and submit these forms as soon as possible.

## ANNUAL RECERTIFICATION & INSPECTIONS

When you receive notice that it is time for your Annual Recertification, you may wonder why it's scheduled three months before your original move-in date. We start this process early to ensure we can complete the necessary verifications and file processing before your annual move-in date.

The notice will also include the dates when maintenance will enter your home for the annual inspection. You do not need to be present for this inspection. If you have any questions or concerns, please feel free to contact our office.

## WORK ORDERS



Any damages or work orders not reported when they occur and later discovered during an inspection are considered lease violations. As outlined in your lease, you must report these issues promptly. Be sure to notify us as soon as they arise to avoid any potential violations.

## HOUSEKEEPING

When signing your lease for subsidized housing, you agreed to the specific requirements needed to keep your eligibility. Subsidized housing means that a portion of your rent is paid by the federal government, depending on your income. Although we understand there are many regulations associated with federally subsidized housing, these requirements are necessary in order to receive reduced rent. For instance, in Chippewa County, the fair market rent for a 3-bedroom unit is \$1,278/month.

Housekeeping is essential, and HUD has set standards to define what is considered acceptable or unacceptable. These standards are outlined in your lease. When maintenance enters your home, they will assess and document its condition. If they find it below HUD standards, it will be reported, and you may receive notice of a follow-up housekeeping inspection. Sub-standard housekeeping will be a lease violation and you will be placed on biweekly housekeeping inspections. Three (3) violations within a calendar year could lead to the termination of your lease.

If you need assistance maintaining these standards, there are agencies and programs that may be able to help you. We strongly encourage you to inquire about eligibility for assistance. Any further questions, please contact our office and ask to speak with our Resource Manager, Jim.



# REMINDERS!



- **Rent is DUE on January 1st.**  
If rent is not paid by the end of day on January 5th, a \$10.00 late fee will be added to your account, along with an additional \$1.00 per day until payment is made.
- We do not accept cash payments. Acceptable forms of payment include a Personal Check, Cashier's Check, Money Order, or Online Payment.
- Our office lobby is open to the public Monday through Friday from 9:00am to 4:00pm. While the lobby closes at 4:00pm, staff are available by phone until 5:00pm.
- The office vestibule is open 24/7. You can pick up or drop off paperwork at any time.

**Our office will be closed on  
Monday, January 19<sup>th</sup> in  
observance of Martin Luther  
King Jr. Day**



**SUBMIT YOUR PAYMENTS ONLINE BY SCANNING  
THE QR CODE BELOW WITH YOUR PHONE!**



## STAFF DIRECTORY

### Executive Director

candy@saulthousing.com

### Deputy Director

lauren@saulthousing.com

### Occupancy Specialist - Family Housing

jodi@saulthousing.com

### Occupancy Specialist - Senior Housing

melissa@saulthousing.com

### Accounts Payable/Receivable & Collections

allison@saulthousing.com

### Section 8/Resource Manager

jim@saulthousing.com

### Administrative Assistant

wendyh@saulthousing.com

## BOARD OF COMMISSIONERS

Jennifer Dunton, President

Michael B. Winnick, Vice-President

Jennifer LaBonte, Treasurer

Bridget Akre, Commissioner

Ancilla Lee, Resident Commissioner

Board meetings are held on the third Thursday of every month at 12:00pm in our office, located on 608 Pine Street, Sault Ste. Marie, MI.

*\*Meeting dates may be subject to change\**

## OFFICE INFORMATION

P.O. Box 928 / 608 Pine St  
Sault Ste. Marie, MI 49783

**Phone:** (906) 635-5841

**Fax:** (906) 635-9500

**Website:** [www.saulthousing.com](http://www.saulthousing.com)

