



Brighton Housing Authority Housing Choice Voucher (HCV) Application Steps

Step 1: Go to our website www.BrightonHousingAuthority.org

Step 2: Under the “Housing” tab click on “Online Portal”. This will take you to the login screen.

Step 3: Click on “Applicant Login”

Step 4: If you already have a login from applying previously with BHA, enter your email and password and **skip to Step 6**

Step 5: If you do not have a login, click on “Register Now”. Click on “I do NOT have a registration code” After you have filled everything out you **MUST** select “PLEASE READ AND ACCEPT THE TERMS AND CONDITIONS” This will open the Terms and Conditions, please read them and scroll down to click on “Accept”. It will close that window and you can click on “REGISTER”. You will need to enter your email and password, then click on “LOGIN”.

Step 6: Once you log in, select your preferred language to continue.

Step 7: You will reach a screen that says “WELCOME TO THE ONLINE APPLICATION” click on “Next”.

Step 8: Start filling out all required the information. Do not forget to add all household members. You will **not** be able to add more members if you are selected (in most cases). If there is more information needed on any of the members of the household you will see a message that says “MORE INFO NEEDED” this must be completed in order to move on/submit your application.

Step 9: Continue through all of the different tabs by clicking the “Next” button and filling out the information.

Step 10: PREFERENCES: You must be currently living or working in the City of Brighton in order to qualify for the Local Preference. If your application is selected, you will be required to provide proof that you live or work in Brighton.

Step 11: Select the “2025 HCV Lottery” waiting list.

Step 12: Once you have reached the “FINAL REVIEW & SUBMISSION” screen, click on each tab to ensure your application has all of the necessary and complete information. You will need to click on the box that says “I accept the above terms and conditions” in order to click on the “Next” button.

Step 13: You will see a screen that says “APPLICATION SUBMITTED”. This is when you know you have successfully sent your application in, you will also receive a confirmation email of the application being submitted. Further communication will be sent via USPS mail if you are selected in the 2025 lottery, the drawing will be held in early 2025.

For additional information or a reasonable accommodation due to a disability please contact our office 303-655-2160 or via email info@brightonhousing.org



Brighton Housing Authority Housing Choice Voucher (HCV) Password Reset Steps

Step 1: Go to our website www.BrightonHousingAuthority.org

Step 2: Under the "Housing" tab click on "Online Portal". This will take you to the login screen.

Step 3: Click on "Applicant Login"

Step 4: Click on "FORGOT PASSWORD"

Step 5: Enter the email address associated with the account. If you are not sure which email is associated either try entering an email address or attempt to register as a new user.

Step 6: You will receive the following message if you have an account with the email you entered: "If you have an account with us an email will be sent". **NOTE** ***If your email has never been used with our system you will see the following message: "That email address is not associated with an account at Brighton Housing Authority" If you see this message you can go back to "Applicant Login" and select "Register Now"*

Step 7: You will receive an email with a link to reset your password (IF YOU DO NOT HAVE AN APPLICATION WITH BHA, OR IF YOUR EMAIL IS NOT FOUND IN THE SYSTEM, YOU WILL NOT GET A LINK)

Step 8: The link will be from Brighton Housing Authority and it will have a blue link to take you to the reset password screen. You will enter your email and new password.

Step 9: Once you reset your password and log in, you are ready to apply to the new waitlist by clicking on "APPLY TO WAITING LISTS" You will go through all the steps of the application. (Instructions are on the other side of this printout).

Note: If you are not successful in resetting your password, you will need to create a new email and a new account.

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