



# HOUSING AUTHORITIES ★ CITY OF EUREKA & COUNTY OF HUMBOLDT

735 WEST EVERDING STREET, EUREKA CA 95503  
PHONE: (707) 443-4583 FAX: (707) 443-4762 TTY: (800) 651-5111



## PRELIMINARY APPLICATION FOR THE HOUSING CHOICE VOUCHER TENANT BASED PROGRAM (FORMERLY SECTION 8 PROGRAM) WAITING LIST ONLY

Please read questions before answering, complete each question, sign, and date where indicated. All sections of the preliminary application must be complete and required documentation must be included before the application can be accepted. The completed preliminary application and required documentation must be returned to this agency in person or by mail.

The Housing Authority of the County of Humboldt does not discriminate based on race, sex, color, religion, marital status, familial status, national origin, age, pregnancy, disability, ancestry, or sexual orientation in the access to, admission into, housing programs or activities. Submission of a preliminary application does not guarantee placement on a wait list, eligibility or an offer of housing.

**Please read carefully. Incomplete applications WILL NOT be processed, and MAY NOT be returned.**

1. This preliminary application is valid only for the Housing Choice Voucher Tenant Based Housing (HCV) Program operated by the Housing Authority of the County of Humboldt.
2. To be qualified for admission an applicant must:
  - a. Be a family as defined by the Department of Housing and Urban Development (HUD).
  - b. Meet the HUD requirements on citizenship or immigration status.
  - c. Have an Annual Income at the time of admission that does not exceed the income limits established by HUD that are posted in Public Housing Authority (PHA) offices.
  - d. Provide documentation of Social Security numbers (Social Security card(s)) for all family members.
  - e. Meet all Applicant Selection Criteria, including attending screening(s), interview(s) and providing all requested documentation and information.
  - f. Pay any debt owed to any PHA or any other federally subsidized program for housing.
  - g. Comply with the Housing Authority policies, procedures and HUD regulations based on the program subsidy.
  - h. Not have had a lease terminated for cause by any PHA in the past 5 years.
  - i. No household members may be engaged in any drug related or criminal activity that threatens the life, health, safety or right to peaceful enjoyment of the premises by other residents.
  - j. HUD regulations do not permit the use of, or possession of, marijuana on the premises of your HCV rental property.  
CA 215 cards are **not** recognized. This includes a tenant, any member of the tenant's household, a guest or other person under the tenant's control.
  - k. This agency must carry out background checks necessary to determine eligibility. This agency must prohibit admission of persons subject to a lifetime sex offender registration requirement.
  - l. This agency must establish standards that prohibit admission to federally assisted housing if we determine we have reasonable cause to believe a household member's abuse or pattern of abuse of alcohol interferes with the health, safety, or right to peaceful enjoyment of the premises by other residents.
3. Complete preliminary applications will be entered on the waiting list in the order received. The waiting list will then be processed in order according to HUD regulations and this agency's policies and procedures.

**PLEASE DO NOT TAKE APPLICATION APART**



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## Mainstream Vouchers

The County of Humboldt Housing Authority was recently awarded 75 Mainstream Vouchers from HUD. The Mainstream voucher program is a sub-set of the Housing Choice Voucher (HCV, aka Section 8) program for eligible disabled families. It enables families with persons with disabilities to lease affordable housing of their choice.

### Are you eligible?

Eligibility criteria for the Mainstream Vouchers include the following:

1. Eligible family: A family composed of one or more non-elderly persons with disabilities, which may include additional members who are not non-elderly persons with disabilities. A family where the sole member is an emancipated minor is not an eligible family.
2. Non-elderly person with disabilities: A person 18 years of age or older and less than 62 years of age, and who:
  - a. Has a disability, as defined in 42 USC 423;
  - b. Is determined, pursuant to HUD regulations, to have a physical, mental, or emotional impairment that:
    - i. Is expected to be of long-continued and indefinite duration;
    - ii. Substantially impedes his or her ability to live independently; and
    - iii. Is of such a nature that the ability to live independently could be improved by more suitable housing conditions; OR
  - c. Has a developmental disability as defined in 42 USC 6001.

<input type="checkbox"/> Mainstream Eligible	<p>Is there an adult in the household that is between 18 to 61 years old and is disabled? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p><b>Applicants who meet the requirements listed above may be eligible for a Mainstream voucher. You must provide proof of age and disability.</b></p>
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The Housing Authorities are Equal Housing Opportunity Organizations



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**THE HOUSEHOLD MUST PROVIDE THE FOLLOWING COPIES ALONG WITH THE COMPLETED APPLICATION:**

- Social Security card(s) for EACH household member. This agency **MUST** use the name on your Social Security card. Please use only this name when completing any forms for this agency.
- Current, Valid Driver's License or State ID for ALL household members 18 years or older.
- Birth Certificate, Resident Alien Card or valid Passport for EACH household member.

**PLEASE COMPLETE IN BLUE OR BLACK INK ONLY. ALL QUESTIONS MUST BE ANSWERED.**

**FAMILY INFORMATION**

Full Legal Name of Head of Household: \_\_\_\_\_  
(as shown on Social Security card)

Full Legal Name of Spouse or Co-Head: \_\_\_\_\_  
(as shown on Social Security card)

Mailing Address: \_\_\_\_\_ Apt. #: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Legal Mailing Address: \_\_\_\_\_ Apt. #: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell #: \_\_\_\_\_ Home #: \_\_\_\_\_ Message: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**HOUSEHOLD MEMBERS**

1. List the LEGAL name as shown on the Social Security Card for each individual. **List all persons that will be living with you when you receive housing.** List the Head of Household first, then Spouse/Co-Head, other adults, and then minors (oldest to youngest). If pregnant, list approximate due date.

	Full Legal Name (as shown on Social Security card)	Relation to Head of Household	Sex	Decline to Disclose	Age	Date of Birth	Social Security #
1.		HOH					
2.							
3.							
4.							
5.							
6.							
7.							
8.							

This preliminary application for HOUSING CHOICE VOUCHER Tenant based (formerly Section 8) program and all documentation received will become the property of the Housing Authority



**TOTAL INCOME RECEIVED BY ALL FAMILY MEMBERS**

2. This includes all sources of income including any regular contributions or donations to the family from organizations or other persons who do not live in the unit and/or payments made on behalf of the family by an outside organization and/or person(s). If an adult family member has no income, please list their name and write none in the source of income box.

Name of Person Receiving Income	Source of Income	How Often Paid (monthly, weekly, etc)	Gross income each pay period

**TOTAL ASSETS FOR ALL FAMILY MEMBERS**

3. List total cash value and total income received for assets owned by all family members.

Type of Accounts	Cash Value	Annual Income Received from Asset (e.g. interest dividends, rents, etc)
Checking Accounts		
Savings Accounts		
Stocks, Bonds, CD's, Investments etc.		
Real Estate		
Other		

**CURRENT LANDLORD INFORMATION**

4. Landlord's Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Landlord's Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

5. Have you been served a notice to vacate or been evicted in the unit which *you now occupy*?      Yes      No

**PREVIOUS SUBSIDIZED HOUSING INFORMATION** (Note: If additional units apply, please provide information on a separate piece of paper)

6. Has any member of your household ever lived in assisted/subsidized housing as an adult?      Yes      No

If yes, program:      Public Housing      Housing Choice Voucher (Section 8)      Tax Credit  
                                  Project Based (Section 8)      Other: \_\_\_\_\_

Name of person: \_\_\_\_\_ Date subsidy residency started: \_\_\_\_\_ Date ended: \_\_\_\_\_

Address of subsidized unit: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of landlord: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of agency providing subsidy: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Caseworker's name: \_\_\_\_\_

7. Did you leave owing a balance?      Yes      No

8. Were you served a notice to vacate or evicted from the unit listed above?      Yes      No

**PLEASE REMEMBER:** If you owe any agency in connection with any federally subsidized housing program you will not be assisted until the balance is paid in full and this agency receives confirmation from that agency

## STATISTICAL QUESTIONS FOR THE HEAD OF HOUSEHOLD ONLY

9. Are you a veteran?      Yes      No

10. Are you a widow(er) of a veteran?      Yes      No

11. Are you or any member of your household      elderly (62 or older)      near elderly (50-61)?

12. Are you displaced by a natural disaster?      Yes      No

13. Are you homeless?      Yes      No

14. What is your citizenship status?      U.S. citizen      Non-citizen with eligible immigration status  
Ineligible non-citizen      Pending verification

15. The race and ethnicity information on this form is required at this time for the head of household for **statistical purposes** only by the U.S. Department of Housing and Urban Development (HUD) to insure nondiscrimination in the program.

**RACE:** (more than one box may be selected)

American Indian or Alaska native

Asian

Black or African American

White

Native Hawaiian or Other Pacific Islander

**ETHNICITY:**

Hispanic or Latino

Not Hispanic or Latino

**REASONABLE ACCOMMODATION:** Please complete regardless of need.

The family must explain what type of accommodation is needed to provide the person with the disability full access to the Housing Authority's (PHA) programs and services. There must be an identifiable relationship between the requested accommodation and the individual's disability. The PHA encourages applicants and participants to make their request in writing using a reasonable accommodation request form. A reasonable accommodation form is available in the office.

16. Are you or anyone in your household disabled?      Yes      No

If you or anyone in your family is a person with disabilities, and you require a specific accommodation in order to fully utilize our programs and services, please contact the Housing Authority at (707) 443-4583.

I do not wish to request a reasonable accommodation at this time, but do understand that I may at any time make such a request.

## PROGRAM INTEGRITY QUESTIONS

17. Are you or anyone in your household a registered sex offender?      Yes      No

18. Are you or anyone in your household a registered alcohol offender?      Yes      No

19. Are you or anyone in your household a registered drug offender?      Yes      No

## EQUAL ACCESS RULE

The Housing Authorities of the City of Eureka (HACE) and County of Humboldt (HACH) are Equal Housing Opportunity Organizations and do not discriminate based on age, race, color, creed, national origin, gender, gender identity, genetic makeup, religious affiliation, sex, disability, physical or mental disability, HIV/AIDS, familial status, marital status, citizenship, actual or perceived sexual orientation, or any other basis protected by federal, state or local law.

## PLEASE READ THE FOLLOWING CAREFULLY AND HEAD-OF-HOUSEHOLD INITIAL

**Initial \_\_\_\_\_ Authorizations, Representations and Certifications** – I/We certify and affirm that the information stated on this application is complete, true and correct. I understand that any misrepresentation of information or failure to disclose information requested on this application may disqualify me/us from consideration for admission or participation, and may be grounds for denial, eviction or termination of assistance. Any attempt to obtain Housing Assistance or a rent reduction by false information, impersonation, failure to disclose or other fraud, and any act of assistance to such an attempt is a crime.

**Initial \_\_\_\_\_ Warning! Title 18, Section §1001 of the U.S. Code, Statements or entries generally** (a) Except as otherwise provided in this section, whoever, in any matter within the jurisdiction of the executive, legislative, or judicial branch of the Government of the United States, knowingly and willfully – (1) falsifies, conceals, or covers up by any trick, scheme, or device a material fact; (2) makes any materially false, fictitious, or fraudulent statement or representation; or (3) makes or uses any false writing or document knowing the same to contain any materially false, fictitious, or fraudulent statement or entry; shall be fined under this title, imprisoned not more than 5 years or, if the offense involves international or domestic terrorism (as defined in section 2331), imprisoned not more than 8 years, or both. If the matter relates to an offense under chapter 109A, 109B, 110, or 117, or section 1591, then the term of imprisonment imposed under this section shall be not more than 8 years.

**Initial \_\_\_\_\_** HUD regulations do not permit the use of, or possession of, marijuana on the premises of your federally subsidized rental property. CA 215 cards are not recognized. This includes a tenant, any member of the tenant's household and/or guest(s) on the property.

**Initial \_\_\_\_\_ Please Remember:** It is your responsibility to notify the Housing Authority in writing within 10 days of any changes to the information provided on this application or subsequent change. Failure to update contact information may result in the application being withdrawn from the waiting list per this agency's Administrative Plan. Once withdrawn you may reapply for any program open for application. You understand that all members of your household are subject to the Housing and Urban Development (HUD) and the Public Housing Agency's (PHA) national data sharing agreements with Social Security Administration, State Wage, Wages, Unemployment Department, etc. PHA and HUD use the Enterprise Income Verification (EIV) system.

**Consent:** I/We hereby consent to inquiries being made for verifying the statements contained herein, including income, assets, rental references, past subsidized housing references (if applicable), a credit and criminal background check for each state that I/we have lived in as part of the eligibility determination process. I/We understand this release is valid when signed and is valid for a period of thirteen (13) months.

Head of Household: \_\_\_\_\_

Date: \_\_\_\_\_

Spouse or Co-Head: \_\_\_\_\_

Date: \_\_\_\_\_

Other Adult: \_\_\_\_\_

Date: \_\_\_\_\_

Other Adult: \_\_\_\_\_

Date: \_\_\_\_\_

Other Adult: \_\_\_\_\_

Date: \_\_\_\_\_



# Authorization for the Release of Information/ Privacy Act Notice

to the U.S. Department of Housing and Urban Development (HUD)  
and the Housing Agency/Authority (HA)

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB CONTROL NUMBER: 2501-0014

exp. 07/31/2021

PHA requesting release of information; **(Cross out space if none)**  
(Full address, name of contact person, and date)

IHA requesting release of information; **(Cross out space if none)**  
(Full address, name of contact person, and date)

**HOUSING AUTHORITY**  
**735 W. EVERDING STREET**  
**EUREKA, CA 95503**

**Authority:** Section 904 of the Stewart B. McKinney Homeless Assistance Amendments Act of 1988, as amended by Section 903 of the Housing and Community Development Act of 1992 and Section 3003 of the Omnibus Budget Reconciliation Act of 1993. This law is found at 42 U.S.C. 3544.

This law requires that you sign a consent form authorizing: (1) HUD and the Housing Agency/Authority (HA) to request verification of salary and wages from current or previous employers; (2) HUD and the HA to request wage and unemployment compensation claim information from the state agency responsible for keeping that information; (3) HUD to request certain tax return information from the U.S. Social Security Administration and the U.S. Internal Revenue Service. The law also requires independent verification of income information. Therefore, HUD or the HA may request information from financial institutions to verify your eligibility and level of benefits.

**Purpose:** In signing this consent form, you are authorizing HUD and the above-named HA to request income information from the sources listed on the form. HUD and the HA need this information to verify your household's income, in order to ensure that you are eligible for assisted housing benefits and that these benefits are set at the correct level. HUD and the HA may participate in computer matching programs with these sources in order to verify your eligibility and level of benefits.

**Uses of Information to be Obtained:** HUD is required to protect the income information it obtains in accordance with the Privacy Act of 1974, 5 U.S.C. 552a. HUD may disclose information (other than tax return information) for certain routine uses, such as to other government agencies for law enforcement purposes, to Federal agencies for employment suitability purposes and to HAs for the purpose of determining housing assistance. The HA is also required to protect the income information it obtains in accordance with any applicable State privacy law. HUD and HA employees may be subject to penalties for unauthorized disclosures or improper uses of the income information that is obtained based on the consent form. **Private owners may not request or receive information authorized by this form.**

**Who Must Sign the Consent Form:** Each member of your household who is 18 years of age or older must sign the consent form. Additional signatures must be obtained from new adult members joining the household or whenever members of the household become 18 years of age.

Persons who apply for or receive assistance under the following programs are required to sign this consent form:

PHA-owned rental public housing  
Turnkey III Homeownership Opportunities  
Mutual Help Homeownership Opportunity  
Section 23 and 19(c) leased housing  
Section 23 Housing Assistance Payments  
HA-owned rental Indian housing  
Section 8 Rental Certificate  
Section 8 Rental Voucher  
Section 8 Moderate Rehabilitation

**Failure to Sign Consent Form:** Your failure to sign the consent form may result in the denial of eligibility or termination of assisted housing benefits, or both. Denial of eligibility or termination of benefits is subject to the HA's grievance procedures and Section 8 informal hearing procedures.

## Sources of Information To Be Obtained

State Wage Information Collection Agencies. (This consent is limited to wages and unemployment compensation I have received during period(s) within the last 5 years when I have received assisted housing benefits.)

U.S. Social Security Administration (HUD only) (This consent is limited to the wage and self employment information and payments of retirement income as referenced at Section 6103(l)(7)(A) of the Internal Revenue Code.)

U.S. Internal Revenue Service (HUD only) (This consent is limited to unearned income [i.e., interest and dividends].)

Information may also be obtained directly from: (a) current and former employers concerning salary and wages and (b) financial institutions concerning unearned income (i.e., interest and dividends). I understand that income information obtained from these sources will be used to verify information that I provide in determining eligibility for assisted housing programs and the level of benefits. Therefore, this consent form only authorizes release directly from employers and financial institutions of information regarding any period(s) within the last 5 years when I have received assisted housing benefits.

**Consent:** I consent to allow HUD or the HA to request and obtain income information from the sources listed on this form for the purpose of verifying my eligibility and level of benefits under HUD’s assisted housing programs. I understand that HAs that receive income information under this consent form cannot use it to deny, reduce or terminate assistance without first independently verifying what the amount was, whether I actually had access to the funds and when the funds were received. In addition, I must be given an opportunity to contest those determinations.

This consent form expires 15 months after signed.

Signatures:

Head of Household	Date		
Social Security Number (if any) of Head of Household		Other Family Member over age 18	Date
Spouse	Date	Other Family Member over age 18	Date
Other Family Member over age 18	Date	Other Family Member over age 18	Date
Other Family Member over age 18	Date	Other Family Member over age 18	Date

**Privacy Act Notice.** Authority: The Department of Housing and Urban Development (HUD) is authorized to collect this information by the U.S. Housing Act of 1937 (42 U.S.C. 1437 et. seq.), Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), and by the Fair Housing Act (42 U.S.C. 3601-19). The Housing and Community Development Act of 1987 (42 U.S.C. 3543) requires applicants and participants to submit the Social Security Number of each household member who is six years old or older. Purpose: Your income and other information are being collected by HUD to determine your eligibility, the appropriate bedroom size, and the amount your family will pay toward rent and utilities. Other Uses: HUD uses your family income and other information to assist in managing and monitoring HUD-assisted housing programs, to protect the Government’s financial interest, and to verify the accuracy of the information you provide. This information may be released to appropriate Federal, State, and local agencies, when relevant, and to civil, criminal, or regulatory investigators and prosecutors. However, the information will not be otherwise disclosed or released outside of HUD, except as permitted or required by law. Penalty: You must provide all of the information requested by the HA, including all Social Security Numbers you, and all other household members age six years and older, have and use. Giving the Social Security Numbers of all household members six years of age and older is mandatory, and not providing the Social Security Numbers will affect your eligibility. Failure to provide any of the requested information may result in a delay or rejection of your eligibility approval.

**Penalties for Misusing this Consent:**

HUD, the HA and any owner (or any employee of HUD, the HA or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form.

Use of the information collected based on the form HUD 9886 is restricted to the purposes cited on the form HUD 9886. Any person who knowingly or willfully requests, obtains or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000.

Any applicant or participant affected by negligent disclosure of information may bring civil action for damages, and seek other relief, as may be appropriate, against the officer or employee of HUD, the HA or the owner responsible for the unauthorized disclosure or improper use.

Supplemental and Optional Contact Information for HUD-Assisted Housing Applicants

**SUPPLEMENT TO APPLICATION FOR FEDERALLY ASSISTED HOUSING**

This form is to be provided to each applicant for federally assisted housing

**Instructions: Optional Contact Person or Organization:** You have the right by law to include as part of your application for housing, the name, address, telephone number, and other relevant information of a family member, friend, or social, health, advocacy, or other organization. This contact information is for the purpose of identifying a person or organization that may be able to help in resolving any issues that may arise during your tenancy or to assist in providing any special care or services you may require. **You may update, remove, or change the information you provide on this form at any time.** You are not required to provide this contact information, but if you choose to do so, please include the relevant information on this form.

<b>Applicant Name:</b>	
<b>Mailing Address:</b>	
<b>Telephone No:</b>	<b>Cell Phone No:</b>
<b>Name of Additional Contact Person or Organization:</b>	
<b>Address:</b>	
<b>Telephone No:</b>	<b>Cell Phone No:</b>
<b>E-Mail Address (if applicable):</b>	
<b>Relationship to Applicant:</b>	
<b>Reason for Contact:</b> (Check all that apply) <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Emergency  <input type="checkbox"/> Unable to contact you  <input type="checkbox"/> Termination of rental assistance  <input type="checkbox"/> Eviction from unit  <input type="checkbox"/> Late payment of rent </div> <div style="width: 45%;"> <input type="checkbox"/> Assist with Recertification Process  <input type="checkbox"/> Change in lease terms  <input type="checkbox"/> Change in house rules  <input type="checkbox"/> Other: _____ </div> </div>	
<b>Commitment of Housing Authority or Owner:</b> If you are approved for housing, this information will be kept as part of your tenant file. If issues arise during your tenancy or if you require any services or special care, we may contact the person or organization you listed to assist in resolving the issues or in providing any services or special care to you.	
<b>Confidentiality Statement:</b> The information provided on this form is confidential and will not be disclosed to anyone except as permitted by the applicant or applicable law.	
<b>Legal Notification:</b> Section 644 of the Housing and Community Development Act of 1992 (Public Law 102-550, approved October 28, 1992) requires each applicant for federally assisted housing to be offered the option of providing information regarding an additional contact person or organization. By accepting the applicant's application, the housing provider agrees to comply with the non-discrimination and equal opportunity requirements of 24 CFR section 5.105, including the prohibitions on discrimination in admission to or participation in federally assisted housing programs on the basis of race, color, religion, national origin, sex, disability, and familial status under the Fair Housing Act, and the prohibition on age discrimination under the Age Discrimination Act of 1975.	

☐ Check this box if you choose not to provide the contact information.

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**Signature of Applicant**

**Date**

The information collection requirements contained in this form were submitted to the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). The public reporting burden is estimated at 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Section 644 of the Housing and Community Development Act of 1992 (42 U.S.C. 13604) imposed on HUD the obligation to require housing providers participating in HUD's assisted housing programs to provide any individual or family applying for occupancy in HUD-assisted housing with the option to include in the application for occupancy the name, address, telephone number, and other relevant information of a family member, friend, or person associated with a social, health, advocacy, or similar organization. The objective of providing such information is to facilitate contact by the housing provider with the person or organization identified by the tenant to assist in providing any delivery of services or special care to the tenant and assist with resolving any tenancy issues arising during the tenancy of such tenant. This supplemental application information is to be maintained by the housing provider and maintained as confidential information. Providing the information is basic to the operations of the HUD Assisted-Housing Program and is voluntary. It supports statutory requirements and program and management controls that prevent fraud, waste and mismanagement. In accordance with the Paperwork Reduction Act, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information, unless the collection displays a currently valid OMB control number.

**Privacy Statement:** Public Law 102-550, authorizes the Department of Housing and Urban Development (HUD) to collect all the information (except the Social Security Number (SSN)) which will be used by HUD to protect disbursement data from fraudulent actions.

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PHONE: (707) 443-4583 FAX: (707) 443-4762 TTY: (800) 651-5111



The Violence Against Women Act, or "VAWA", is a federal law that went into effect in 2006, which protects victims of domestic violence, dating violence, sexual assault, and stalking. If you qualify for assistance under; HCV, VASH, PH, EFH, ESH, you cannot be denied admission or assistance because you are or have been a victim of domestic violence, The Eureka Housing Authority and your landlord can ask you to prove or "certify" that you are a victim of domestic violence, dating violence, sexual assault, or stalking. The EHA and your landlord must give you at least 14 business days (i.e. Saturdays, Sundays, holidays and closed days do not count) to provide this proof. The EHA and your landlord are requesting the original documents of certification be provided as proof. The EHA and your landlord are free to extend the deadline. There are three ways you can prove that you are a victim:

- Complete the certification form given to you by the Eureka Housing Authority or your landlord. The form will ask for your name, the name of your abuser, the abuser's relationship to you, the date, time, and location of the incident of violence, and a description of the violence.
- Provide a statement from a victim service provider, attorney, or medical professional who has helped you address incidents of domestic violence, dating violence, sexual assault, or stalking. The professional must state that he or she believes that the incidents of abuse are real. Both you and the professional must sign the statement, and both of you must state that you are signing "under penalty of perjury."
- Provide a police or court record, such as a protective order.

If you fail to provide one of these documents within the required time, the landlord may evict you, and the Eureka Housing Authority may terminate your rental assistance.

The Eureka Housing Authority and your landlord must keep confidential any information you provide about the violence against you, unless:

- You give written permission to the Eureka Housing Authority or your landlord to release the information.
- Your landlord needs to use the information in an eviction proceeding, such as to evict your abuser.
- A law requires the Eureka Housing Authority or your landlord to release the information.

If release of the information would put your safety at risk, you should inform the Eureka Housing Authority and your landlord.

If you have any questions regarding VAWA, please call the National Domestic Violence Hotline at: 1.800.799.7233 for TTY 1.800.787.3224. Or go on-line to: [www.thehotline.org](http://www.thehotline.org).

Notice to applicants and participants regarding the Violence Against Women Act (VAWA)

By signing this form, I acknowledge I have read this notice regarding The Violence Against Women Act. A copy will be provided upon request. If you have any questions regarding this notice, please contact 707.443.4583 Ext. 211.

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



**The Housing Authorities are Equal Housing Opportunity Organizations**



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WWW.EUREKAHUMBOLDTHA.ORG



The Violence Against Women Act, or "VAWA", is a federal law that went into effect in 2006, which protects victims of domestic violence, dating violence, sexual assault, and stalking. If you qualify for assistance under; HCV, VASH, PH, EFH, ESH, you cannot be denied admission or assistance because you are or have been a victim of domestic violence, The EHA and your landlord can ask you to prove or "certify" that you are a victim of domestic violence, dating violence, sexual assault, or stalking. The EHA and your landlord must give you at least 14 business days (i.e. Saturdays, Sundays, holidays and closed days do not count) to provide this proof. The EHA and your landlord are requesting the original documents of certification be provided as proof. The EHA and your landlord are free to extend the deadline. There are three ways you can prove that you are a victim:

- ♦ Complete the certification form given to you by the Eureka Housing Authority or your landlord. The form will ask for your name, the name of your abuser, the abuser's relationship to you, the date, time, and location of the incident of violence, and a description of the violence.
- ♦ Provide a statement from a victim service provider, attorney, or medical professional who has helped you address incidents of domestic violence, dating violence, sexual assault, or stalking. The professional must state that he or she believes that the incidents of abuse are real. Both you and the professional must sign the statement, and both of you must state that you are signing "under penalty of perjury."
- ♦ Provide a police or court record, such as a protective order.

If you fail to provide one of these documents within the required time, the landlord may evict you, and the Eureka Housing Authority may terminate your rental assistance. The Eureka Housing Authority and your landlord must keep confidential any information you provide about the violence against you, unless:

- ♦ You give written permission to the Eureka Housing Authority or your landlord to release the information.
- ♦ Your landlord needs to use the information in an eviction proceeding, such as to evict your abuser.
- ♦ A law requires the Eureka Housing Authority or your landlord to release the information.

If release of the information would put your safety at risk, you should inform the Eureka Housing Authority and your landlord.

If you have any questions regarding VAWA, please call the National Domestic Violence Hotline at: 1.800.799.7233 for TTY 1.800.787.3224. Or go on-line to: [www.thehotline.org](http://www.thehotline.org).

Notice to applicants and participants regarding the Violence Against Women Act (VAWA) By signing this form, I acknowledge I have read this notice regarding The Violence Against Women Act. A copy will be provided upon request. If you have any questions regarding this notice, please contact 707.443.4583 Ext. 211.

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_



The Housing Authorities are Equal Housing Opportunity Organizations



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# HOUSING AUTHORITIES CITY OF EUREKA & COUNTY OF HUMBOLDT

735 WEST EVERDING STREET, EUREKA, CA 95503  
PHONE: (707) 443-4583 FAX: (707) 443-4762 TTY: (800) 651-5111  
WWW.EUREKAHUMBOLDTHA.ORG



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Notice to applicants and participants regarding the Violence Against Women Act (VAWA) By signing this form, I acknowledge I have read this notice regarding The Violence Against Women Act. A copy will be provided upon request. If you have any questions regarding this notice, please contact 707.443.4583 Ext. 211.

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**TENANT COPY**



The Housing Authorities are Equal Housing Opportunity Organizations



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# HOUSING AUTHORITIES

## CITY OF EUREKA & COUNTY OF HUMBOLDT



735 WEST EVERDING STREET, EUREKA, CA 95503  
PHONE: (707) 443-4583 FAX: (707) 443-4762 TTY: (800) 651-5111

The Eureka Housing Authority has reason to believe that you may wish to establish that you are a victim of domestic violence and eligible for protection under the Violence Against Women Act (VAWA). If this is the case, the Eureka Housing Authority is requesting you prove or certify that you are a victim of domestic violence, dating violence, sexual assault or stalking. You will have at least 14 business days to provide this proof. The 14 business days does not include Saturday, Sunday, holidays or days when this office is closed. Eureka Housing Authority is free to extend this deadline. There are three ways you can certify you are a victim:

- Complete the HUD 5382 certification form given to you by Eureka Housing Authority. The form will ask for your name, the name of your abuser, the abuser's relationship to you, the date, time and location of the incident(s) of violence, and a description of the violence.
- Provide a statement from a victim service provider, attorney, or medical professional who has helped you address incidents of domestic violence, dating violence, or stalking. The professional must state that he or she believes that the incidents of abuse are real. Both you and the professional must sign the statement, and both of you must state that you are signing "under the penalty of perjury."
- Provide a police or court record, such as a protective order.

Please return all your completed documentation to the Eureka Housing Authority office.



The Housing Authorities are Equal Housing Opportunity Organizations



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**HOUSING AUTHORITIES**

**CITY OF EUREKA AND COUNTY OF HUMBOLDT**

**Notice of Occupancy Rights under the Violence Against Women Act<sup>1</sup>**

**To all Tenants and Applicants**

The Violence Against Women Act (VAWA) provides protections for victims of domestic violence, dating violence, sexual assault, or stalking. VAWA protections are not only available to women, but are available equally to all individuals regardless of sex, gender identity, or sexual orientation.<sup>2</sup> The U.S. Department of Housing and Urban Development (HUD) is the Federal agency that oversees that **Housing Choice Voucher (HCV), Veterans Affairs Supportive Housing (VASH), Public Housing (PH), Eureka Family Housing (EFH) and Eureka Senior Housing (ESH)** is in compliance with VAWA. This notice explains your rights under VAWA. A HUD-approved certification form is attached to this notice. You can fill out this form to show that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking, and that you wish to use your rights under VAWA.”

**Protections for Applicants**

If you otherwise qualify for assistance under **HCV, VASH, PH, EFH, ESH**, you cannot be denied admission or denied assistance because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

**KEEP FOR YOUR RECORDS**

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<sup>1</sup> Despite the name of this law, VAWA protection is available regardless of sex, gender identity, or sexual orientation.

<sup>2</sup> Housing providers cannot discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age. HUD-assisted and HUD-insured housing must be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status.

**Protections for Tenants**

If you are receiving assistance under , **HCV, VASH, PH, EFH, or ESH**, you may not be denied assistance, terminated from participation, or be evicted from your rental housing because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

Also, if you or an affiliated individual of yours is or has been the victim of domestic violence, dating violence, sexual assault, or stalking by a member of your household or any guest, you may not be denied rental assistance or occupancy rights under **HCV, VASH, PH, EFH, or ESH**, solely on the basis of criminal activity directly relating to that domestic violence, dating violence, sexual assault, or stalking.

Affiliated individual means your spouse, parent, brother, sister, or child, or a person to whom you stand in the place of a parent or guardian (for example, the affiliated individual is in your care, custody, or control); or any individual, tenant, or lawful occupant living in your household.

**Removing the Abuser or Perpetrator from the Household**

PHA may divide (bifurcate) your lease in order to evict the individual or terminate the assistance of the individual who has engaged in criminal activity (the abuser or perpetrator) directly relating to domestic violence, dating violence, sexual assault, or stalking.

If PHA chooses to remove the abuser or perpetrator, PHA may not take away the rights of eligible tenants to the unit or otherwise punish the remaining tenants. If the evicted abuser or perpetrator was the sole tenant to have established eligibility for assistance under the program, PHA must allow the tenant who is or has been a victim and other household members to remain in the unit for a period of time, in order to establish eligibility under the program or under another HUD housing program covered by VAWA, or, find alternative housing.

In removing the abuser or perpetrator from the household, PHA must follow Federal, State, and local eviction procedures. In order to divide a lease, PHA may, but is not required to, ask you for documentation or certification of the incidences of domestic violence, dating violence, sexual assault, or stalking.

### **Moving to Another Unit**

Upon your request, PHA may permit you to move to another unit, subject to the availability of other units, and still keep your assistance. In order to approve a request, PHA may ask you to provide documentation that you are requesting to move because of an incidence of domestic violence, dating violence, sexual assault, or stalking. If the request is a request for emergency transfer, the housing provider may ask you to submit a written request or fill out a form where you certify that you meet the criteria for an emergency transfer under VAWA. The criteria are:

- (1) You are a victim of domestic violence, dating violence, sexual assault, or stalking.** If your housing provider does not already have documentation that you are a victim of domestic violence, dating violence, sexual assault, or stalking, your housing provider may ask you for such documentation, as described in the documentation section below.
- (2) You expressly request the emergency transfer.** Your housing provider may choose to require that you submit a form, or may accept another written or oral request.
- (3) You reasonably believe you are threatened with imminent harm from further violence if you remain in your current unit.** This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future.

**OR**

**You are a victim of sexual assault and the assault occurred on the premises during the 90-calendar-day period before you request a transfer.** If you are a victim of sexual assault, then in addition to qualifying for an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you expressly request the transfer.

PHA will keep confidential requests for emergency transfers by victims of domestic violence, dating violence, sexual assault, or stalking, and the location of any move by such victims and their families.

PHA's emergency transfer plan provides further information on emergency transfers, and PHA must make a copy of its emergency transfer plan available to you if you ask to see it.

**Documenting You Are or Have Been a Victim of Domestic Violence, Dating Violence, Sexual Assault or Stalking**

PHA can, but is not required to, ask you to provide documentation to "certify" that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking. Such request from PHA must be in writing, and PHA must give you at least 14 business days (Saturdays, Sundays, and Federal holidays do not count) from the day you receive the request to provide the documentation. PHA may, but does not have to, extend the deadline for the submission of documentation upon your request.



You can provide one of the following to PHA as documentation. It is your choice which of the following to submit if PHA asks you to provide documentation that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

- A complete HUD-approved certification form given to you by PHA with this notice, that documents an incident of domestic violence, dating violence, sexual assault, or stalking. The form will ask for your name, the date, time, and location of the incident of domestic violence, dating violence, sexual assault, or stalking, and a description of the incident. The certification form provides for including the name of the abuser or perpetrator if the name of the abuser or perpetrator is known and is safe to provide.
- A record of a Federal, State, tribal, territorial, or local law enforcement agency, court, or administrative agency that documents the incident of domestic violence, dating violence, sexual assault, or stalking. Examples of such records include police reports, protective orders, and restraining orders, among others.
- A statement, which you must sign, along with the signature of an employee, agent, or volunteer of a victim service provider, an attorney, a medical professional or a mental health professional (collectively, “professional”) from whom you sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse, and with the professional selected by you attesting under penalty of perjury that he or she believes that the incident or incidents of domestic violence, dating violence, sexual assault, or stalking are grounds for protection.
- Any other statement or evidence that PHA has agreed to accept.

If you fail or refuse to provide one of these documents within the 14 business days, PHA does not have to provide you with the protections contained in this notice.

If PHA receives conflicting evidence that an incident of domestic violence, dating violence, sexual assault, or stalking has been committed (such as certification forms from two or more members of a household each claiming to be a victim and naming one or more of the other petitioning household members as the abuser or perpetrator), PHA has the right to request that you provide third-party documentation within thirty 30 calendar days in order to resolve the conflict. If you fail or refuse to provide third-party documentation where there is conflicting evidence, PHA does not have to provide you with the protections contained in this notice.

### **Confidentiality**

PHA must keep confidential any information you provide related to the exercise of your rights under VAWA, including the fact that you are exercising your rights under VAWA.

PHA must not allow any individual administering assistance or other services on behalf of PHA (for example, employees and contractors) to have access to confidential information unless for reasons that specifically call for these individuals to have access to this information under applicable Federal, State, or local law.

PHA must not enter your information into any shared database or disclose your information to any other entity or individual. PHA, however, may disclose the information provided if:

- You give written permission to PHA to release the information on a time limited basis.
- PHA needs to use the information in an eviction or termination proceeding, such as to evict your abuser or perpetrator or terminate your abuser or perpetrator from assistance under this program.
- A law requires PHA or your landlord to release the information.

VAWA does not limit PHA's duty to honor court orders about access to or control of the property. This includes orders issued to protect a victim and orders dividing property among household members in cases where a family breaks up.

### **Reasons a Tenant Eligible for Occupancy Rights under VAWA May Be Evicted or Assistance May Be Terminated**

You can be evicted and your assistance can be terminated for serious or repeated lease violations that are not related to domestic violence, dating violence, sexual assault, or stalking committed against you. However, PHA cannot hold tenants who have been victims of domestic violence, dating violence, sexual assault, or stalking to a more demanding set of rules than it applies to tenants who have not been victims of domestic violence, dating violence, sexual assault, or stalking.

The protections described in this notice might not apply, and you could be evicted and your assistance terminated, if PHA can demonstrate that not evicting you or terminating your assistance would present a real physical danger that:

- 1) Would occur within an immediate time frame, and
- 2) Could result in death or serious bodily harm to other tenants or those who work on the property.

If PHA can demonstrate the above, PHA should only terminate your assistance or evict you if there are no other actions that could be taken to reduce or eliminate the threat.

### **Other Laws**

VAWA does not replace any Federal, State, or local law that provides greater protection for victims of domestic violence, dating violence, sexual assault, or stalking. You may be entitled to

additional housing protections for victims of domestic violence, dating violence, sexual assault, or stalking under other Federal laws, as well as under State and local laws.

### **Non-Compliance with The Requirements of This Notice**

You may report a covered housing provider's violations of these rights and seek additional assistance, if needed, by filing a written complaint with US Department of Housing and Urban Development (HUD), Region IX, 1 Sansome St., San Francisco, CA 94107, 415.489.6400.

### **For Additional Information**

You may view a copy of HUD's final VAWA rule at **24 CFR Title 24 Part 5 Subpart L**.

Additionally, the PHA must make a copy of HUD's VAWA regulations available to you if you ask to see them.

For questions regarding VAWA, please contact **Tykeshia Leschke, Housing Authority**

**Community Liaison at 707.443.4583 ext. 211.**

For help regarding an abusive relationship, you may call the National Domestic Violence Hotline at 1-800-799-7233 or, for persons with hearing impairments, 1-800-787-3224 (TTY). You may also contact **24-Hour Humboldt Domestic Violence Services Crisis Hotline at 707.443.6042 or 866.668.6543.**

For tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at <https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

For help regarding sexual assault, contact **24-Hour North Coast Rape Crisis Hotline at 707.445.2881.**

Victims of stalking seeking help may contact **24-Hour Eureka Police Department Non-emergency at 707.441.4044.**

**Attachment:** Certification form HUD-5382

**CERTIFICATION OF  
DOMESTIC VIOLENCE,  
DATING VIOLENCE,  
SEXUAL ASSAULT, OR STALKING,  
AND ALTERNATE DOCUMENTATION**

**U.S. Department of Housing  
and Urban Development**

OMB Approval No. 2577-0286  
Exp. 06/30/2017

**Purpose of Form:** The Violence Against Women Act (“VAWA”) protects applicants, tenants, and program participants in certain HUD programs from being evicted, denied housing assistance, or terminated from housing assistance based on acts of domestic violence, dating violence, sexual assault, or stalking against them. Despite the name of this law, VAWA protection is available to victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation.

**Use of This Optional Form:** If you are seeking VAWA protections from your housing provider, your housing provider may give you a written request that asks you to submit documentation about the incident or incidents of domestic violence, dating violence, sexual assault, or stalking.

In response to this request, you or someone on your behalf may complete this optional form and submit it to your housing provider, or you may submit one of the following types of third-party documentation:

- (1) A document signed by you and an employee, agent, or volunteer of a victim service provider, an attorney, or medical professional, or a mental health professional (collectively, “professional”) from whom you have sought assistance relating to domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse. The document must specify, under penalty of perjury, that the professional believes the incident or incidents of domestic violence, dating violence, sexual assault, or stalking occurred and meet the definition of “domestic violence,” “dating violence,” “sexual assault,” or “stalking” in HUD’s regulations at 24 CFR 5.2003.
- (2) A record of a Federal, State, tribal, territorial or local law enforcement agency, court, or administrative agency; or
- (3) At the discretion of the housing provider, a statement or other evidence provided by the applicant or tenant.

**Submission of Documentation:** The time period to submit documentation is 14 business days from the date that you receive a written request from your housing provider asking that you provide documentation of the occurrence of domestic violence, dating violence, sexual assault, or stalking. Your housing provider may, but is not required to, extend the time period to submit the documentation, if you request an extension of the time period. If the requested information is not received within 14 business days of when you received the request for the documentation, or any extension of the date provided by your housing provider, your housing provider does not need to grant you any of the VAWA protections. Distribution or issuance of this form does not serve as a written request for certification.

**Confidentiality:** All information provided to your housing provider concerning the incident(s) of domestic violence, dating violence, sexual assault, or stalking shall be kept confidential and such details shall not be entered into any shared database. Employees of your housing provider are not to have access to these details unless to grant or deny VAWA protections to you, and such employees may not disclose this information to any other entity or individual, except to the extent that disclosure is: (i) consented to by you in writing in a time-limited release; (ii) required for use in an eviction proceeding or hearing regarding termination of assistance; or (iii) otherwise required by applicable law.

**TO BE COMPLETED BY OR ON BEHALF OF THE VICTIM OF DOMESTIC VIOLENCE,  
DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING**

1. Date the written request is received by victim: \_\_\_\_\_

2. Name of victim: \_\_\_\_\_

3. Your name (if different from victim's): \_\_\_\_\_

4. Name(s) of other family member(s) listed on the lease: \_\_\_\_\_

5. Residence of victim: \_\_\_\_\_

6. Name of the accused perpetrator (if known and can be safely disclosed): \_\_\_\_\_

7. Relationship of the accused perpetrator to the victim: \_\_\_\_\_

8. Date(s) and times(s) of incident(s) (if known): \_\_\_\_\_

10. Location of incident(s): \_\_\_\_\_

In your own words, briefly describe the incident(s):

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This is to certify that the information provided on this form is true and correct to the best of my knowledge and recollection, and that the individual named above in Item 2 is or has been a victim of domestic violence, dating violence, sexual assault, or stalking. I acknowledge that submission of false information could jeopardize program eligibility and could be the basis for denial of admission, termination of assistance, or eviction.

Signature \_\_\_\_\_ Signed on (Date) \_\_\_\_\_

**Public Reporting Burden:** The public reporting burden for this collection of information is estimated to average 1 hour per response. This includes the time for collecting, reviewing, and reporting the data. The information provided is to be used by the housing provider to request certification that the applicant or tenant is a victim of domestic violence, dating violence, sexual assault, or stalking. The information is subject to the confidentiality requirements of VAWA. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid Office of Management and Budget control number.