

NORTHWEST MINNESOTA MULTI-COUNTY HRA

PO Box 128 | 205 Garfield Avenue | Mentor, MN 56736-0128 Phone: 218-637-2431 www.nwmnhra.org

APPLICATION FOR SECTION 8 RENT ASSISTANCE AND PUBLIC HOUSING

INSTRUCTIONS:

- ✓ PLEASE PRINT CLEARLY (on-line application is a fillable form)
- ✓ Applications must be mailed in or dropped off **DO NOT FAX** we will not accept faxed applications.
- ✓ Do not leave any sections of this application blank; <u>applications will not be processed if anything is left blank</u>. If section does not apply to you write N/A in it.
- ✓ Use the correct legal name for each person who will reside in the unit exact name as it appears on their Social Security Card.
- ✓ For all household members who will live in the unit submit a <u>copy of social security card</u> AND for all household members over the age of 18 years submit a <u>copy of driver's license/other photo I.D.</u>
- ✓ All person's age 18 and over must sign this application certifying the information pertaining to them is correct.
- ✓ You are not required to disclose being disabled. However, benefits for which person with disabilities are entitled cannot be provided unless you disclose being disabled.
- ✓ You are required to notify the NW MN Multi-County HRA, in writing, of any change of mailing address. If we cannot contact you at the address that you have provided to us, your name will be removed from the waiting list and you will have to re-apply for assistance.
- ✓ All address, income, or family size changes to your application must be made in writing contact our office at the number above



APPLICATION FOR SECTION 8 RENT ASSISTANCE AND PUBLIC HOUSING

Limited English Proficiency:			Office Use Only				
Do you require oral and/or written information in an							
Yes If yes, which language: No If no, continue.	Contact our office at the r	number abo	ve.				
HEAD OF HOUSEHOLD ~ Family Membe	or #1						
•					NATIONAL NATIONAL		
	First Name				Middle Name:		
Address where you are currently living:		/	Apt:	City, State, Z	ip:		
Address where you receive mail:			Apt:	City, State, Z	ip:		
If temporary, list last permanent address Ol	R your current lease address:				Apt:		
		City, Sta	te, Zip:				
Length of time lived there:	ls vour na					_	
Email:					, .		
Contact Person and Phone #:							
SSN / Alien Reg #	Birth Date	Male / Female	*Disabled	Citizenship (select one)	Race (select one)	Ethnicity (select one)	
	1 1	□ F □ M	☐ Yes☐ No	☐ Eligible Citizen ☐ Eligible Non-Citizen ☐ Ineligible Non-Citizen ☐ Pending Verification	 □ White □ Black/African American □ American Indian/Alaska Native □ Asian □ Native Hawaiian/ Other Pacific Islander 	□ Hispanic □ Non-Hispanic	
BACKGROUND INFORMATION		-	-				
Have you ever received rent assistance bet	fore? Yes No						
If yes, do you owe money to any Housing Authority? Yes No If yes, where?							
Are you currently in a lease violation with any Housing Authority? Yes No If yes, explain:							
Are you married? Yes No If yes, name of spouse:							
Is the Spouse of the Head of Household ter	mporarily absent from the home	? Y	es No	If yes, where?			
When will the person return?	When will the person return? Does absent spouse have income? Yes NoIf yes, please list						
How did you hear about us? Newspap	er (name of newspaper)			Friend (name of f	riend)		
Facebook Other: please specify							

								ase request an additional Fan	nily		
omا	position form or list addit	tional people on a	separate s	sneet of pa	per to include a	all the Information	on listed below.				
	I am the only one living i	in the household.									
_							·				
	amily nber #2	Last Nam	e			First N	ame	Middle Name			
	SSN / Alien Reg #	Birth Date	Male / Female	*Disabled		nip to Head of d (select one)	Citizenship (select one)	Race (select one)	Ethnicity (select one)		
		1 1	□ F □ M	□ Yes □ No	☐ Spouse ☐ Co-Head ☐ Dependent ☐ Student 18+	☐ Other Adult☐ Live-In Aide☐ Foster☐	 □ Eligible Citizen □ Eligible Non-Citizen □ Ineligible Non-Citizen □ Pending Verification 	 □ White □ Black/African American □ American Indian/Alaska Native □ Asian □ Native Hawaiian/ Other Pacific Islander 	☐ Hispanic☐ Non-Hispani		
Fa	amily					•			<u> </u>		
	nber #3	Last Nam	е			First N	ame	Middle Name			
	SSN / Alien Reg #	Birth Date	Male / Female	*Disabled		nip to Head of d (select one)	Citizenship (select one)	Race (select one)	Ethnicity (select one)		
		1 1	F M	□ Yes	☐ Spouse ☐ Co-Head ☐ Dependent ☐ Student 18+	□ Other Adult □ Live-In Aide □ Foster	□ Eligible Citizen □ Eligible Non-Citizen □ Ineligible Non-Citizen □ Pending Verification	□ White □ Black/African American □ American Indian/Alaska Native □ Asian □ Native Hawaiian/ Other Pacific Islander	□ Hispanic □ Non-Hispani		
F	amily										
	nber #4	Last Nam	e			First N	ame	Middle Name			
	SSN / Alien Reg #	Birth Date	Male / Female	*Disabled	Household	nip to Head of d (select one)	Citizenship (select one)	Race (select one)	Ethnicity (select one)		
		1 1	□ F □ M	□ Yes □ No	☐ Spouse ☐ Co-Head ☐ Dependent ☐ Student 18+	☐ Other Adult ☐ Live-In Aide ☐ Foster	 □ Eligible Citizen □ Eligible Non-Citizen □ Ineligible Non-Citizen □ Pending Verification 	 □ White □ Black/African American □ American Indian/Alaska Native □ Asian □ Native Hawaiian/ Other Pacific Islander 	☐ Hispanic☐ Non-Hispani		
	amily		•								
Men	nber #5	Last Nam				First N		Middle Name			
	SSN / Alien Reg #	Birth Date	Male / Female	*Disabled	Household	nip to Head of d (select one)	Citizenship (select one)	Race (select one)	Ethnicity (select one)		
		1 1	□ F □ M	□ Yes □ No	☐ Spouse ☐ Co-Head ☐ Dependent ☐ Student 18+	☐ Other Adult☐ Live-In Aide☐ Foster☐	 □ Eligible Citizen □ Eligible Non-Citizen □ Ineligible Non-Citizen □ Pending Verification 	 □ White □ Black/African American □ American Indian/Alaska Native □ Asian □ Native Hawaiian/ Other Pacific Islander 	☐ Hispanic☐ Non-Hispani		

List all household members who will be living in the unit. Only minor children who live in the unit a minimum of 51% of the time may

FAMILY COMPOSITION

HOUSEHOLD IN	NFORMATION						
Do you expect changes in the number of persons in your household?							
Does anyone in	Does anyone in the household require a reasonable accommodation? Yes No Explain:						
Is anyone in the	Is anyone in the household attending college? Yes No Household Members Name(s):						
Has any Family	Has any Family member been involved in any drug related activity in the last 3 years?						
If yes	s, explain:						
		olent criminal activity in the last 3 years?					
If yes	s, explain:						
Is anyone in the	Is anyone in the Family Composition a registered sex offender?						
ASSETS Ente	r the amount/value for each ass	et below.					
	r the amount/value for each ass		Amount/Value				
ASSETS Enter	r the amount/value for each ass	et below. Name of Bank/Agency	Amount/Value				
Family	r the amount/value for each ass Checking Account:		Amount/Value				
Family			Amount/Value				
Family	Checking Account:		Amount/Value				
Family	Checking Account: Checking Account:		Amount/Value				
Family	Checking Account: Checking Account: Checking Account:	Name of Bank/Agency	Amount/Value				
Family	Checking Account: Checking Account: Checking Account: Savings Account:	Name of Bank/Agency	Amount/Value				

Family Member #	Source of Monthly Income – List Monthly Amounts List all Income Coming into the Household	Gross Mon (before o	thly Income Amount leductions and taxes) Check N/A if not applicable
	Gross Wages, Salaries (include overtime, tips, bonuses, commissions, etc.) Name of Employer	\$	N/A
	Gross Wages, Salaries (include overtime, tips, bonuses, commissions, etc.) Name of Employer	\$	N/A
	Gross Wages, Salaries (include overtime, tips, bonuses, commissions, etc.) Name of Employer	\$	N/A
	4. Public Assistance: Temporary Assistance for Needy Families (TANF) \$ Minnesota Family Investment Program (MFIP) \$ Minnesota Supplemental Aid (MSA) \$ Diversionary Work Program (DWP) \$ General Assistance (GA) \$ Cash Assistance (CA) \$ Housing Grant (HG) \$		N/A
	5. Child Support Income	\$	N/A
	Social Security (including income for minor children)	\$	N/A
	7. Supplemental Security Income/SSI (including income from minor children)	\$	N/A
	8. RSDI	\$	N/A
	9. Receive Cash for Odd Jobs	\$	N/A
	10. Self-Employment Income	\$	N/A
	11. Unemployment Benefits or Severance Pay	\$	N/A
	12. Alimony/Spousal Maintenance	\$	N/A
	13. Regular Payments from Pension (PERA, railroad, etc.)	\$	N/A
	14. Regular Payments from Annuities or Life Insurance Dividends	\$	N/A
	15. Regular Payments from Inheritance, Insurance Settlement, Lottery Winnings, etc.	\$	N/A
	16. Income from Rental Property	\$	N/A
	17. Regular Cash and Non-Cash Contributions: - Assistance with Paying Bills (utilities/insurance/cell phone) - Gifts from Companies, Agencies, or Individuals not Living in the Unit (diapers, clothing, paper products, grooming, cleaning supplies, tobacco, transportation expenses, entertainment expense – not including food)	\$	N/A
	18. Other (list)	\$	N/A
	19. Other (list)	\$	N/A



PUBLIC HOUSING UNITS

Name (head of household):	
SSN / Alien Reg #:	Birth Date: /
Address:	City, State, Zip:
Number of Adults (18+) in Household:	Number of Children in Household:
I am not interested in Public Housing units at this time.	
	PROJECT BASED UNITS ~ These are not Section 8 Vouchers; these are noome-based units in which the assistance remains with the unit.
1 Bedroom Apartments 3 Bedroom Houses	RiverPointe Townhomes (2 and 3 bedroom) Thief River Falls, MN
☐ Badger ☐ Climax ☐ Lake Bronson	Roseau Court Townhomes (2 bedroom) Roseau, MN
Fertile Erskine Lancaster	MANITOBA CANADA
Fisher Fertile Oslo	Lancaster Roseau
☐ Fosston ☐ Hallock ☐ Newfolden	
☐ Middle River ☐ Kennedy ☐ St. Hilaire	Kennedy 53 Middle River Newfolden
Fosston	Oslo Thief River Falls St. Hillare East Grand Forks Fisher Climax Ersking Molntosh Fertile Fooston
Fosston Homes (Duplexes) in Fosston, MN	
One and Two Bedroom	
Maplewood Apartments in Mentor, MN	(III)
One Bedroom	
Cottage Apartments in McIntosh, MN	
One and Two Bedroom	
McIntosh Homes (Duplexes) in McIntosh, MN	Saint Cloud
One and Two Bedroom	Coon Ravides
River Road Apartments in East Grand Forks, MN	Coon Regions Brown Park Phytogeth Blooms Baint Paul Blooms 60 - Baint Paul
One and Two Bedroom - Must be 55+ to qualify	Bloomingto Eagan
	Counties of our Service Area: - Kittson - Lake of the Woods - Marshall
	- הונוסטוז - במהכ טו נווכ WUUUS - Maishall

- Norman - Pennington - Red Lake - Roseau

- Polk

APPLICANT(S)/TENANT(S) STATEMENT

- I/We certify that the information given to the Northwest Minnesota Multi-County Housing and Redevelopment Authority on household composition, income, assets, allowances and deductions is accurate and complete to the best of my/our knowledge and belief. If information is false, application will be denied.
- I/We understand that false statements or information are punishable under Federal Law. I/We also understand that
 false statements or information are grounds for termination of housing assistance and termination of tenancy. IF YOU
 FALSIFY INFORMATION YOUR APPLICATION WILL BE DENIED.
- I/We authorized Northwest Minnesota Multi-County Housing and Redevelopment Authority to conduct a criminal background check for all adult household members (18 years of age and older) listed on this form.

Head of Household Signature:	Dat	e:
Other Adult Member Signature:	Dat	e:

If you believe you have been discriminated against, you may call the U.S. Department of HUD, Fair Housing and Equal Opportunity Chicago Regional Office, Toll-Free Hot Line at 800-765-9372, TTY 312-353-7143. After verification by this Housing Agency, the information with be submitted to the Department of Housing and Urban Development on Form HUD-50058 (Tenant Data Summary). See the Federal Privacy Act Statement for more information about its use.

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 218-637-2431.

NAME OF ADDITIONAL CONTACT PERSON OR ORGANIZATION ~ HEAD OF HOUSEHOLD TO COMPLETE AND SIGN THIS FORM

OMB Control # 2502-0581 Exp. (02/28/2019)

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.

K	Applicant Name:			
	Mailing Address:			
	Telephone No: Cell Ph	one No:		
ķ	Name of Additional Contact Person or Organization:			
	Address:			
y	Telephone No: Cell P	hone No:		_
•	E-Mail Address (if applicable):			
	Relationship to Applicant:			
	Reason for Contact: (Check all that apply)			
		Assist with Recertification P	rocess	
	Unable to contact you C	Change in lease terms Change in house rules		
		nange in nouse rules Other:		
	Late payment of rent	/tilei.		
	Commitment of Housing Authority or Owner: If you are approved for arise during your tenancy or if you require any services or special care, we issues or in providing any services or special care to you.			
	Confidentiality Statement: The information provided on this form is coapplicant or applicable law.	nfidential and will not be disc	losed to anyone except as permitted by the	
	Legal Notification: Section 644 of the Housing and Community Develor requires each applicant for federally assisted housing to be offered the oporganization. By accepting the applicant's application, the housing proving requirements of 24 CFR section 5.105, including the prohibitions on discoverage on the basis of race, color, religion, national origin, sex, disability age discrimination under the Age Discrimination Act of 1975.	tion of providing information der agrees to comply with the crimination in admission to or	regarding an additional contact person or non-discrimination and equal opportunity participation in federally assisted housing	
	Check this box if you choose not to provide the contact information	ation.		
	X			
	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-sassisted 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 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 Papervork Reduction Act, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information.

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 fraudulers actions.

Form HUD- 92006 (05/09)

collection displays a currently valid OMB control number.

DEBTS OWED TO PUBLIC HOUSING AGENCIES AND TERMINATIONS HEAD OF HOUSEHOLD AND ALL ADULTS 18+ TO SIGN THIS FORM

OMB No. 2577-0266 Expires 10/31/2019



U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

DEBTS OWED TO PUBLIC HOUSING AGENCIES AND TERMINATIONS

Paperwork Reduction Notice: Public reporting burden for this collection of information is estimated to average 7 minutes per response. This includes the time for respondents to read the document and certify, and any recordkeeping burden. This information will be used in the processing of a tenancy. Response to this request for information is required to receive benefits. The agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. The OMB Number is 2577-0266, and expires 10/31/2019.

NOTICE TO APPLICANTS AND PARTICIPANTS OF THE FOLLOWING HUD RENTAL ASSISTANCE PROGRAMS:

- Public Housing (24 CFR 960)
- Section 8 Housing Choice Voucher, including the Disaster Housing Assistance Program (24 CFR 982)
- Section 8 Moderate Rehabilitation (24 CFR 882)
- Project-Based Voucher (24 CFR 983)

The U.S. Department of Housing and Urban Development maintains a national repository of debts owed to Public Housing Agencies (PHAs) or Section 8 landlords and adverse information of former participants who have voluntarily or involuntarily terminated participation in one of the above-listed HUD rental assistance programs. This information is maintained within HUD's Enterprise Income Verification (EIV) system, which is used by Public Housing Agencies (PHAs) and their management agents to verify employment and income information of program participants, as well as, to reduce administrative and rental assistance payment errors. The EIV system is designed to assist PHAs and HUD in ensuring that families are eligible to participate in HUD rental assistance programs and determining the correct amount of rental assistance a family is eligible for. All PHAs are required to use this system in accordance with HUD regulations at 24 CFR 5.233.

HUD requires PHAs, which administers the above-listed rental housing programs, to report certain information at the conclusion of your participation in a HUD rental assistance program. This notice provides you with information on what information the PHA is required to provide HUD, who will have access to this information, how this information is used and your rights. PHAs are required to provide this notice to all applicants and program participants and you are required to acknowledge receipt of this notice by signing page 2. Each adult household member must sign this form.

What information about you and your tenancy does HUD collect from the PHA?

The following information is collected about each member of your household (family composition): full name, date of birth, and Social Security Number.

The following adverse information is collected once your participation in the housing program has ended, whether you voluntarily or involuntarily move out of an assisted unit:

- 1. Amount of any balance you owe the PHA or Section 8 landlord (up to \$500,000) and explanation for balance owed (i.e. unpaid rent, retroactive rent (due to unreported income and/ or change in family composition) or other charges such as damages, utility charges, etc.); and
- 2. Whether or not you have entered into a repayment agreement for the amount that you owe the PHA; and
- 3. Whether or not you have defaulted on a repayment agreement; and
- 4. Whether or not the PHA has obtained a judgment against you; and
- 5. Whether or not you have filed for bankruptcy; and
- The negative reason(s) for your end of participation or any negative status (i.e., abandoned unit, fraud, lease violations, criminal activity, etc.) as of the end of participation date.

EVERYONE THE AGE OF 18 AND OLDER MUST SIGN THIS FORM

Who will have access to the information collected?

This information will be available to HUD employees, PHA employees, and contractors of HUD and PHAs.

How will this information be used?

PHAs will have access to this information during the time of application for rental assistance and reexamination of family income and composition for existing participants. PHAs will be able to access this information to determine a family's suitability for initial or continued rental assistance, and avoid providing limited Federal housing assistance to families who have previously been unable to comply with HUD program requirements. If the reported information is accurate, a PHA may terminate your current rental assistance and deny your future request for HUD rental assistance, subject to PHA policy.

How long is the debt owed and termination information maintained in EIV?

Debt owed and termination information will be maintained in EIV for a period of up to ten (10) years from the end of participation date or such other period consistent with State Law.

What are my rights?

In accordance with the Federal Privacy Act of 1974, as amended (5 USC 552a) and HUD regulations pertaining to its implementation of the Federal Privacy Act of 1974 (24 CFR Part 16), you have the following rights:

- 1. To have access to your records maintained by HUD, subject to 24 CFR Part 16.
- 2. To have an administrative review of HUD's initial denial of your request to have access to your records maintained by HUD.
- 3. To have incorrect information in your record corrected upon written request.
- 4. To file an appeal request of an initial adverse determination on correction or amendment of record request within 30 calendar days after the issuance of the written denial.
- 5. To have your record disclosed to a third party upon receipt of your written and signed request.

What do I do if I dispute the debt or termination information reported about me?

If you disagree with the reported information, you should contact in writing the PHA who has reported this information about you. The PHA's name, address, and telephone numbers are listed on the Debts Owed and Termination Report. You have a right to request and obtain a copy of this report from the PHA. Inform the PHA why you dispute the information and provide any documentation that supports your dispute. HUD's record retention policies at 24 CFR Part 908 and 24 CFR Part 982 provide that the PHA may destroy your records three years from the date your participation in the program ends. To ensure the availability of your records, disputes of the original debt or termination information must be made within three years from the end of participation date; otherwise the debt and termination information will be presumed correct. Only the PHA who reported the adverse information about you can delete or correct your record.

Your filing of bankruptcy will not result in the removal of debt owed or termination information from HUD's EIV system. However, if you have included this debt in your bankruptcy filing and/or this debt has been discharged by the bankruptcy court, your record will be updated to include the bankruptcy indicator, when you provide the PHA with documentation of your bankruptcy status.

The PHA will notify you in writing of its action regarding your dispute within 30 days of receiving your written dispute. If the PHA determines that the disputed information is incorrect, the PHA will update or delete the record. If the PHA determines that the disputed information is correct, the PHA will provide an explanation as to why the information is correct.

Th	İS	N	O	ice	was	prov	ide	ed	by	the	be	low-	lis	ted	P	Ή,	F	
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NW MN MULTI-CO. HRA PO BOX 128 MENTOR, MN 56736

I hereby acknowledge that the Debts Owed to PHAs & Term	he PHA provided me with the ination Notice:
X	
Signature	Date
Printed Name	-

08/2013

Form HUD-52675