

**STATEMENT OF FAMILY OBLIGATIONS
AND GROUNDS FOR DENIAL OR TERMINATION OF SECTION 8 PARTICIPATION**

The Department of Housing and Urban Development requires a Public Housing Agency to inform applicants and participants of the specific rules and regulations for participation in the Section 8 Program effective October 2, 1995. The following conditions apply to any household member applying for or continuing their participation in the Section 8 program:

1. May not have been evicted from Public Housing for a drug-related activity during the last three years from the date of the Housing application. May not have been terminated from a Section 8 program for a violation of a family obligation within one year from the date of Housing Application.
2. May not receive Section 8 assistance while occupying or receiving assistance from another federal housing program.
3. May not owe amounts to a Public Housing Agency for rent, damages, vacancy loss or any other amounts in connection with the Section 8 or public housing programs under the 1937 Act, unless covered by a repayment agreement that is in good standing.
4. Must comply with terms of a repayment agreement for amounts owed to any Public Housing Agency in connection with the Section 8 or public housing programs under the 1937 Act.
5. Must not engage in or have been charged or convicted of a drug-related or violent criminal activity in accordance with the Housing Authority policy contained in the Section 8 Administrative Plan.

Criminal checks through the Judicial Information System or other background checking methods may be conducted on applicants and on existing participants.

6. May not commit fraud, bribery, or any other corrupt or criminal act in connection with the Section 8 programs or any federal or state-assisted housing program.
7. Report any of the following changes within 10 days of change:
 - A. Change in household composition resulting from birth, adoption or court-awarded custody of a child, death of any household member, or if any family member no longer resides in unit.
 - B. Change in a **source** of income, such as change of employer, or change from benefits to wages, wages to benefits, or change in benefit type.
 - C. Any increase or decrease in gross household income.
 - D. Receipt of a deferred payment in a lump sum, such as unemployment, back child support, or social security.

To report a change, families must complete an Interim Change Form, within 10 days of the change and attach a third party verification, if available. If unable to come into the office, at the family's request, a change form may be mailed and returned by mail. Families who do not report the above changes must repay any housing assistance payments in full retroactive to the date that the change would have been effective. Failure to notify the Housing Authority within 10 days of a change will be grounds for termination of assistance.

Employment and unemployment benefit checks are made with the Department of Employment and Economic Development on applicants at initial application, and on participants at each annual recertification or when a family member is added, or when a participant family wishes to move.

8. May not permit unauthorized persons to reside in or receive mail at the unit. "Reside" shall be defined as a person that spends more than two consecutive nights in the unit, no more than one time per month, and no more than 14 cumulative days in any 12-month period, without prior written approval from the landlord and from the Housing Authority.
9. Request in writing, 30 calendar days in advance, to add another family member to the Section 8 household.
10. Notify the Housing Authority in writing of any absence from the rental unit by *any* family member for 30 consecutive calendar days or more.
11. Comply with all requirements of certification and inspection, including appearing for appointments, being home for inspections, and supplying written information required by Housing Authority in a timely manner.



All applicants and participants are required to provide copies of federal income tax returns, with W-2's attached, at initial certification and at each annual recertification.

12. Have the legal capacity to enter into a lease under State or local law.
13. Comply with the terms of the Section 8 lease addendum and landlord lease with no serious or repeated violations of the lease and addendum.
14. Maintain the dwelling unit in a decent, safe, and sanitary manner in accordance with lease and with HUD Housing Quality Standards. The following are violations of HUD Housing Quality Standards:
 - A. Not paying for utilities that are the tenant's responsibility within 60 days of the date due.
 - B. Not providing and maintaining appliances that are the tenant's responsibility.
 - C. Damages to the unit caused by any household member or guest beyond ordinary wear and tear.
 - D. Not reporting any life-threatening defect within 24 hours, and any other defects within 30 days.
 - E. Not paying the landlord for repair of tenant-caused damages.
15. Use the dwelling solely as the principal place of residence by the family; not assign, sublease, transfer, own, or hold any interest in the dwelling.
16. Comply with the requirement that the family not move during the initial year of assisted occupancy.
17. Provide landlord with a proper written Notice to Vacate. Provide the Housing Authority with a copy of any Notice to Vacate and any owner eviction notice.
18. May not threaten abusive or violent behavior or cause bodily harm to any Housing Authority employee.

"Abusive or violent behavior" includes verbal as well as physical gestures that communicate an intent to abuse or commit violence.

The Housing Authority must provide the opportunity for an informal review for applicants and an informal hearing for participants for any decision to deny or terminate Section 8 assistance. A copy of the informal hearing procedures is made available to all participants at the enrollment interview, and to existing participants who have not previously received a copy, if so requested. Participants have the right to pre-hearing discovery (records and regulations), which may be copied at the participant's expense. The Housing Authority has a parallel right to pre-hearing discovery of relevant family documents.

In deciding whether to deny or terminate assistance because of an act or failure to act by members of the family, the Housing Authority has discretion to consider all of the circumstances in each case, including the seriousness of the case, the extent of participation or culpability of individual family members, and the effects of denial or termination of assistance on other family members, who were not involved in the action or failure. The Housing Authority may impose, as a condition of continued assistance for other family members, a requirement that family members who participated in or caused the action or failure, will not reside in the unit.

I hereby agree to comply with the Section 8 rules and regulations, and certify that I have received a copy of the Statement of Family Obligation. I understand that failure to comply with any of the obligations is grounds for denial or termination of Section 8 assistance.

Family Signature(s) _____ Date _____

Family Signature(s) _____ Date _____

Witness _____ Date _____

