

FAMILY OBLIGATIONS FOR THE HOUSING CHOICE VOUCHER PROGRAM

Providing Complete and Accurate Information

1. The family must disclose all sources of income for all family members (including any money received on behalf of or by children, e.g., child support, social security, wages, etc.).
2. The family must supply all required forms and documentation including Social Security numbers and citizenship/immigration status as requested.
3. Any new family member must be reported within 14 days of moving into the unit. Proposed additions to the household are subject to the Housing Authority's (HA) approval and screening process. Anyone receiving mail at the assisted address or spending more than 14 consecutive days at a time (or 30 days/nights in a 12-month period) is considered to be a member of the household.
4. The family must notify the Housing Authority in writing within 14 days if any family member no longer lives in the unit. The family must provide verification of the new address.
5. The family must supply, in a timely manner, any information the HA requests for an annual, interim or special reexamination of family income or composition, or for an investigation of potential family obligation violations.
6. All information supplied by the family must be true and complete. Information submitted will be subject to third party verification.
7. The family must not owe rent or other monies to the HA or to another Housing Authority, unless the family has signed and is current with payments on a Repayment Agreement.

Drugs, Alcohol or Violent Criminal Activity

8. The family must not commit fraud, bribery or any other corrupt or criminal act in connection with the program.
9. At any time, the HA may terminate assistance if any member of the family, live-in aide or guest engages in:
 - a) Illegal drug related activity
 - b) Violent criminal activity
 - c) Criminal behavior which results in becoming a state registered lifetime sex offender
 - d) Alcohol use that interferes with the health and safety of others
 - e) Other criminal activity that threatens the health, safety or right to peaceful enjoyment of other residents and persons residing in the immediate vicinity of the premises.
10. The HA may deny or terminate assistance if the preponderance of evidence indicates that a family member, live-in aide or guest has engaged in such activity, regardless of whether the activity resulted in arrest or conviction.



