

## **ELIGIBILITY**

The PHA is responsible for ensuring that every individual and family admitted to the public housing program meets all program eligibility requirements. This includes any individual approved to join the family after the family has been admitted to the program. The family must provide any information needed by the PHA to confirm eligibility and determine the level of the family's assistance.

To be eligible for the public housing program:

I. The applicant family must:

- 1) Qualify as a family as defined by HUD and the PHA.

## **FAMILY**

To be eligible for admission, an applicant must qualify as a family. A family may be a single person or a group of persons. *Family* as defined by HUD includes but is not limited to, regardless of marital status, actual or perceived sexual orientation, or gender identity, the following: 1. A single person, who may be an elderly person, displaced person, disabled person, near-elderly person, or any other single person or 2. A group of persons residing together, and such group includes, but is not limited to: (i) A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family); (ii) An elderly family; or (iii) A near-elderly family; (iv) A disabled family; (v) A displaced family and (vi) The remaining members of a tenant family.

Each family must identify the individuals to be included in the family at the time of application, and must update this information with the PHA if the family's composition changes.

- 2) Have income at or below HUD-specified income limits.

## **INCOME LIMITS**

HUD is required by law to set income limits that determine the eligibility of applicants for HUD's assisted housing programs, including the public housing program. The income limits are published annually and are based on HUD estimates of median family income in a particular area or county, with adjustments for family size.

### **Types of Low-Income Families**

***Low-income family.*** A family whose annual income does not exceed 80 percent of the median income for the area, adjusted for family size.

***Very low-income family.*** A family whose annual income does not exceed 50 percent of the median income for the area, adjusted for family size.

***Extremely low-income family.*** A family whose annual income does not exceed 30 percent of the median income for the area, adjusted for family size.

HUD may establish income ceilings higher or lower than 30, 50, or 80 percent of the median income for an area if HUD finds that such variations are necessary because of unusually high or low family incomes.

### **Using Income Limits for Eligibility**

Income limits are used for eligibility only at admission. Eligibility is established by comparing a family's annual income with HUD's published income limits. To be income-eligible, a family must be a *low-income* family.

### **Using Income Limits for Targeting [24 CFR 960.202(b)]**

At least forty percent (40%) of the families admitted to the PHA's public housing program during a PHA fiscal year from the PHA's waiting list must be *extremely low-income* families. This is called the "basic targeting requirement."

- 3) Qualify on the basis of citizenship or the eligible immigrant status of family members.

### **CITIZENSHIP OR ELIGIBLE IMMIGRATION STATUS**

Housing assistance is available only to individuals who are U.S. citizens, U.S. nationals (herein referred to as citizens and nationals), or noncitizens that have eligible immigration status. At least one family member must be a citizen, national, or noncitizen with eligible immigration status in order for the family to qualify for any level of assistance.

- 4) Provide social security number information for family members as required.

### **SOCIAL SECURITY NUMBERS**

The applicant and all members of the applicant's household age 6 or older must provide documentation of a valid Social Security Number (SSN) or a certification stating that no SSN has been issued. If a household member who is required to execute a certification is less than 18 years old, the certification must be executed by the individual's parent or guardian [24 CFR 5.216(j)]. Assistance cannot be provided to a family until all SSN documentation requirements are met.

If a new member who is at least six years of age is added to the household, the new member's SSN documentation must be submitted at the family's next interim or regular reexamination, whichever comes first. If any member of the household who is at least six years of age obtains a previously undisclosed SSN, or has been assigned a new SSN, the documentation must be submitted at the family's next regularly scheduled reexamination.

The PHA must deny admission to an applicant family if they do not meet the SSN disclosure, documentation and verification, and certification requirements contained in 24 CFR 5.216.

- 5) Consent to the PHA's collection and use of family information as provided for in PHA-provided consent forms.

#### **FAMILY CONSENT TO RELEASE OF INFORMATION**

HUD requires each adult family member, and the head of household, spouse, or cohead, regardless of age, to sign form HUD-9886, Authorization for the Release of Information/Privacy Act Notice, and other consent forms as needed to collect information relevant to the family's eligibility and level of assistance.

- II. The PHA must determine that the current or past behavior of household members does not include activities that are prohibited by HUD or the PHA.

- 1) Applicant must meet the Aberdeen Housing Authority's suitability requirements, which are:

- a. Acceptable credit check
- b. Favorable landlord check
- c. Favorable references
- d. Must not owe the Aberdeen Housing Authority or any other PHA any unpaid charges (rent, maintenance charges, damages etc.)
- e. Must pass "One Strike" screening criteria