

# Eligibility Fact Sheet

## Eligible Applicants for Lawrence-Douglas County Housing Authority Waiting List Must:

### **Have a gross annual income below the Douglas Co. Kansas low-income guideline for a family of their size.**

Gross annual income includes all sources of cash income for each person that will live in the assisted unit.

### **Be a family. A family is defined as:**

a single person; or

Two or more persons living together with an identified head of household who is legally and morally responsible for the group and is actually looked to and held accountable for family needs; or

A group of two or more elderly or disabled persons living together; or

One or more elderly or disabled persons living together with one or more live in aides.

Full time college students under age 24 are not eligible unless they are married, have children, or are a member of an other wise eligible household.

### **Be a citizen of the United States or have INS documentation of eligible immigration status.**

Birth certificates, Social Security or Alien Identification, and photo identification cards must be submitted for each family member.

### **Have no family members who have been evicted or had their federal housing assistance terminated for illegal drug activity in the past 3 years.**

### **Have no family members who have been evicted by a federal housing program or had their federal housing assistance terminated for program or lease violations in the past 3 years.**

### **Have no family member who has been convicted of a sexual or violent crime against a child or no family member required to register on a state's sexual offender list.**

### **Have no family members who have been convicted of manufacture or sales of methamphetamine.**

### **Have no family member with a history of violent or drug related criminal activity in the past 5 years.**

### **Have 3 years of good residential history.**

This means that information from residential references does not reflect a pattern of property damage, willful disregard for the safety and well being of others, disregard of the peaceful enjoyment of neighbors, and/or inability to comply with contractual obligations.

### **Not intentionally falsify an application.**

This means all applications must include consistent complete and accurate information. Falsifying information on an application is considered fraud.

### **Not owe a debt to any housing authority.**

Applicants with prior debts may enter into a repayment agreement and begin making payments while on the waiting list. The debt must be paid in full before housing is offered.

### **Not commit fraud against a housing authority, now or in the past.**