

## **1C-7. PHA Moving On Preference**

In this file, there are 5 documents containing public housing authority letters, admin plans and/or ACOP verifying a Move-on Strategy or Preference.

**\*Brown County Housing Authority – Letter with Admin Plan**

**Appleton Housing Authority – Letter with Admin Plan**

**City of Janesville Housing Authority - Letter**

**Eau Claire County Housing Authority – Letter and Admin Plan**

**Green Bay Housing Authority – Letter and ACOP**

# Brown County Housing Authority

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P.O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600

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**PATRICK LEIFKER**  
EXECUTIVE DIRECTOR

August 21, 2023

To Whom It May Concern:

The Brown County Housing Authority (BCHA) was asked to provide information as it relates to our programs admission requirements for homeless individuals, which is listed below.

- The BCHA's Homeless Preference follows the HUD definition which includes: inhabit places not meant for human inhabitation (car, parks, deserted buildings, etc.), living in housing for the homeless, living on the street. Along with this definition, our program requires that individuals claiming the homeless preference provide a letter from a local service providing agency which indicates that they are homeless and receiving case management services.

Additionally, the BCHA was asked to provide information relative to the BCHA's Move-On Strategy. In 2018, the BCHA adopted their waiting list preferences to provide a priority for residents of Brown County who are referred by an approved agency as a participant of a Permanent Supportive Housing Program who no longer requires the intensive case management services of the PSH program but only needs the rental subsidy.

For your reference, attached is an excerpt from the BCHA's Administrative Plan that supports the information provided. If you have any further questions regarding this information, please feel free to contact me via the information listed below.

Respectfully,

A handwritten signature in blue ink, appearing to read "Patrick Leifker".

Patrick Leifker  
Executive Director  
Brown County Housing Authority  
305 E. Walnut St. Room 320  
PO Box 23600  
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920-448-6486  
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Enclosure: Excerpt of BCHA Administrative Plan



#### **4-III.C. SELECTION METHOD**

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use [24 CFR 982.202(d)].

##### **Local Preferences [24 CFR 982.207; HCV p. 4-16]**

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

##### PHA Policy

*Definition:* Brown County Resident means a family with an adult family member who lives, works, or has been hired to work within Brown County.

The PHA will use the local preferences, shown below ranked in preference order:

##### **Preference 1:**

##### **Involuntary Displaced Preference:**

The PHA will provide a preference to families who have been involuntarily displaced from their Brown County Residence within 12 months of selection from the waiting list, due to disaster or government action, who are not living in standard replacement housing at time of selection.

*Disaster:* Fire, flood, earthquake or similar disaster resulting in the family's unit being uninhabitable.

*Government Action:* Federal, state, or local government action related to public improvements or development.

*Standard Replacement Housing:* Decent, safe, and sanitary housing adequate for family size, occupied by the family pursuant to a written or oral lease or occupancy agreement. Transient facilities, hotels, motels, temporary shelters are not considered standard replacement housing.

##### **Preference 2:**

##### **PSH/FUP-Youth Preference:**

The PHA will provide a preference for Brown County:

- Permanent Supportive Housing (PSH) program participants referred by a PHA authorized entity; or
- Brown County PHA FUP-Youth voucher holders reaching program expiration referred by the Public Child Welfare Agency (PCWA).

**Preference 3:**

**Special Category Brown County Residents Preference:**

*Special Category Families (includes families with or without children):*

- Elderly Families (see Ch 3 for elderly family definition);
- Disabled (families that include a disabled family member – see Ch 3 for definition of disabled);
- Veteran Families (families that include a Veteran, defined as an individual who served in the active military, naval, or air service of the United States who received other than a dishonorable discharge); and
- Families that are homeless within Brown County or at risk of homelessness and are referred by a local PHA-approved entity.

For purposes of this preference, the term “homeless” generally means— (1) An individual or family who lacks a fixed, regular, and adequate nighttime residence; (2) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; (3) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including hotels and motels paid for by Federal, State, or local government programs for low-income individuals or by charitable organizations, congregate shelters, and transitional housing); or (4) An individual who resided in a shelter or place not meant for human habitation and who is exiting an institution where he or she temporarily resided.

**Preference 4:**

**Families with Children Preference**

The PHA will provide a preference for Brown County resident families that include minor children (under 18, but not the head of household, spouse, or cohead) that do not qualify for higher ranked preferences.

**Preference 5:**

**Brown County Resident Preference**

The PHA will provide a preference for Brown County resident families that do not qualify for a higher ranked preference.



925 W. Northland Avenue      Appleton, WI 54914  
Phone (920) 739-6811      Fax: 739-6817      TDD: 731-2406

August 15, 2023

David Kress  
Deputy Director  
City of Appleton Community & Economic Development Dept.  
100 N. Appleton St.  
Appleton, WI 54911

Dear Mr. Kress,

This letter shall serve as an outline of the Appleton Housing Authority's (AHA) program preferences in reference to the Housing Choice Voucher (HCV) and Public Housing programs.

1. The AHA is a long term collaborative Member of the Fox Cities Housing Coalition (FCHC), which serves as the local CoC. The AHA provides housing services to the homeless population through a variety of programs.
2. We Implement a Homeless Preference/Move-on Preference under the TBRA program as outlined in our ACOP and ADMIN Plan accordingly.
3. We offer a Homeless Preference for 10 families seeking affordable housing for 1-3 bedrooms at our LIHTC Property.
4. We operate 55 vouchers for our Homeless Veterans program.
5. We operate a Homeless Preference for 8 families seeking affordable housing through our HUD Stability Voucher program.
6. We operate a preference for up to 25 homeless foster youth aging out of foster care.

Thank You for this opportunity to comment. Please reach out to me for any other additional information you may require.

Debra Dillenberg  
Executive Director/CEO  
Appleton Housing Authority  
Neighborhood Housing, Inc.  
920-739-6811 x104  
[debrad@appletonhousing.org](mailto:debrad@appletonhousing.org)

## **5.0 SELECTING FAMILIES FROM THE WAITING LIST**

### **5.1 *WAITING LIST ADMISSIONS AND SPECIAL ADMISSIONS***

The Housing Authority may admit an applicant for participation in the program either as a special admission or as a waiting list admission.

If HUD awards funding that is targeted for families with specific characteristics or families living in specific units, the Appleton Housing Authority will use the assistance for those families.

### **5.2 *PREFERENCES***

An admission preference does not guarantee admission. Preferences establish the order of placement on the waiting list. Every applicant must still meet the PHA's selection criteria. The Appleton Housing Authority will select families based on the following preferences.

- A. Homeless Move On Preference: A Preference will be given to families who have successfully completed a Transitional Housing Program through Pillars or Salvation Army as part of the TBRA Grant Contract (Tenant Based Rental Assistance). Families will need to provide AHA with a certificate of successful completion. These families are not guaranteed a Voucher upon completion, but will be given preference on the Waiting List.
- B. Preference will be given for up to ten (10) families for 1-3 bedrooms at our LIHTC Property
- C. Preference will be given to up to 25 homeless foster youth aging out of foster care.
- D. Preference will be given to working families. Families with head of household, spouse or sole member employed at least 25 hours a week. Self-employed household members must meet requirements of net monthly earnings equal or exceed the dollar value of 25 hours per week at minimum wage. This preference must also be given to a family where the head, spouse, or sole member is age 62 or older, or is a person with disabilities.
- E. Preference will be given to applicants that live, work (head of household or spouse), or are attending school in Outagamie County. Attending School is defined as the Head or Spouse attending school full-time at an Institution of Higher Education.
- F. Preference will be given to families who have a legal source of income.

G. Preference will be given to applicants who currently have a rent burden of paying more than 50% of their monthly income towards their rent. Families who do not have a rent burden will not be given preference before those who do.

H. All other applicants.

The Appleton Housing Authority reserves the right to make decisions based on the above mentioned "preferences" on a case by case basis. For example, but not limited to: requesting reasonable accommodations for persons elderly/disabled for the purpose of expanding their housing opportunities, victims of domestic violence, situations of overcrowding or violations of occupancy standards, and any other case where the Appleton Housing Authority deems necessary.

## 10.0 Tenant Selection and Assignment Plan

### 10.1 Preferences

An admission preference does not guarantee admission. Preferences establish the order of placement on the waiting list. Every applicant must still meet the PHA's selection criteria. The Appleton Housing Authority will select families based on the following preferences within each bedroom size category:

- A. **Displaced person(s):** Individuals or families displaced by domestic violence or government action excluding drug abatement or whose dwelling has been extensively damaged or destroyed as a result of a disaster declared or otherwise formally recognized pursuant to Federal Disaster Relief Laws.
- B. **Local Preference:** Individuals that live, work, attend school full-time, or that have been offered employment in Outagamie County or the City Limits of Appleton.
- C. **"Rent Burden Preference"** Applicants that are paying more than 40% of their monthly adjusted income for rent and utilities.
- D. **Homeless Move On Preference:** A Preference will be given to families who have successfully completed a Transitional Housing Program through Pillars or Salvation Army as part of the TBRA Grant Contract (Tenant Based Rental Assistance). Families will need to provide AHA with a certificate of successful completion. These families are not guaranteed a unit upon completion, but will be given preference on the Waiting List until a voucher or unit is available.
- E. **Applies to Scattered Sites Program Only "Upward Mobility Preference"** Applicants with an adult family member enrolled in an employment training program, currently working 25 hours a week, or attending school on a full-time basis. This preference is also extended equally to all elderly families and all families whose head or spouse is receiving income based on their inability to work.





# CITY OF JANESVILLE

*Wisconsin's Park Place*

Sept 5, 2023

To whom it may concern:

The City of Janesville administers a Housing Choice Voucher Program. We are currently assisting 488 households with an average annual household income of \$13,278. Sixty-one percent of assisted households are receiving social security or disability income. An average household on the City of Janesville Rental Assistance Program pays \$318 toward their rent.

The City of Janesville has the following preferences:

Applicants will be selected for admission to the Rent Assistance program from the *Primary* wait list based upon a system of local preferences, a local residency preference and the date and time of application or a randomized lottery system if the wait list opening is via the City of Janesville website

Applicants who qualify for one or more of the following local preferences will receive assistance before applicants who do not qualify for one or more of the following preferences:

- Displaced by Governmental Action – To qualify for this preference, a family must have been ordered to vacate their living unit by a governmental body for reasons beyond their control, and such order must be expected to last a minimum of 60 days.
- Displaced by Rental Rehabilitation – To qualify for this preference, the unit in which the family resides must have been approved for a Rental Rehabilitation Program loan from the City of Janesville and the family must be considered “displaced” according to the Uniform Relocation Act.
- Homeless TLP Participant – To qualify for this preference, a family must be homeless and have signed an agreement to participate in a transitional living program (TLP) with an Agency or Organization that has a transitional living program approved by the HA.

The following summarizes the order in which applicants will be selected from the *primary* wait list:

- Applicants who qualify for the Displaced by Governmental Action local preference and who live or work in the city of Janesville,
- Applicants who qualify for the Displaced by Rental Rehabilitation local preference and who live or work in the city of Janesville,
- Applicants who qualify for the Homeless TLP Participant local preference and who live or work in the city of Janesville,
- Applicants who qualify for the Homeless TLP Participant local preference and who do not live or work in the city of Janesville,

HOUSING SERVICES

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- Applicants who live or work in the city of Janesville, and
- Applicants who do not live or work in the city of Janesville.

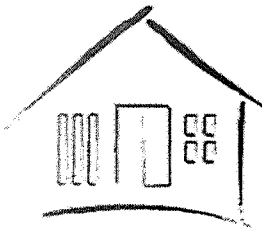
The City of Janesville also administers a Foster Youth to Independence program aiding young adults who have had previous experience in the Foster Care System. The program is administered independently and not subject to the above preferences.

If I can provide any other information or perspective, please don't hesitate to contact me.

Sincerely-

A handwritten signature in blue ink that reads "Kelly Bedessem". The signature is written in a cursive style with a large initial "K".

Kelly Bedessem, Housing Services Director  
City of Janesville  
608-755-3052  
bedessemk@ci.janesville.wi.us



# Eau Claire County Housing Authority

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EAU CLAIRE COUNTY AG & RESOURCE CENTER  
227 1<sup>ST</sup> STREET WEST  
ALTOONA WISCONSIN 54720  
(715) 839-6240

Georgia Crownhart, PHM  
Executive Director  
[georgia.crownhart@eauclairecounty.gov](mailto:georgia.crownhart@eauclairecounty.gov)

September 12, 2023

Carrie Poser  
Continuum of Care Director  
Wisconsin Balance of State Continuum of Care  
PO Box 272  
Eau Claire, WI 54702

Dear Carrie:

I am writing this letter in support of the Wisconsin Balance of State Continuum of Care. While progress has been made, our community, like many others, has a high level of homeless who are in need.

Eau Claire County Housing Authority operates both Housing Choice Vouchers and owns Public Housing units. Our policies allow a homeless preference for qualifying applicants for both programs.

We have coordinated with Dairyland local housing coalition for many years, and through our Moving Up Plan, have set aside 10 Vouchers for use by their Permanent Supportive Housing resident who are ready to move on independently, but need rental assistance.

We also continue to work with the Continuum of Care, Dairyland local housing coalition and other area supportive service agencies with our Family Unification, Foster Youth to Independence and Mainstream Housing Choice Vouchers.

We are happy to support other agencies and coordinate resources in order that those in need, can secure the necessary help and supportive services.

Sincerely,

Georgia Crownhart  
Executive Director

Eau Claire County Housing Authority  
ADMINISTRATIVE PLAN  
Section 8 Housing Choice Voucher Program

**1. Overall Approach and Objectives**

The Eau Claire County Housing Authority (HA) was created by act of the County Board of Supervisors March 14, 1973 and consists of a five-member Board of Commissioners. The Executive Director of the HA hires and supervises all HA staff. In addition to the full-time Executive Director, HA staff includes one Housing Specialist (part-time), two Eligibility Specialists (one part-time, one full-time), and one Housing Assistant (part-time). Occasionally, employees or consultants on contracted persons may be hired on an “as needed” basis, as determined by the Executive Director and approved in budget by the Commission.

The HA receives supportive services from Eau Claire County including, but not limited to: legal counsel, appointment of commissioners, office space, etc. The executive director oversees all activities of the HA and assigns duties to staff members as appropriate, including outreach, admissions, record keeping, certifications, verifications, bookkeeping, financial reports, etc. All activities of the HA are reported to the Commission at least monthly.

Both the Eau Claire County Board and the HA have determined that there are unsanitary and unsafe inhabited dwelling accommodations in Eau Claire County, Wisconsin, available to persons of low income, at rents that they can afford; and that the voucher program will provide assistance for families in need of affordable, decent, safe, and sanitary housing. In addition, the HA provides assistance to voucher holders in the form of briefing and counseling sessions, landlord outreach, and informational services to aid in their housing search.

**2. Housing Choice Voucher Program’s**

The HA has received several different allocations of vouchers, including Regular, VASH (Veterans), Family Unification (FUP) and Mainstream (MS). The agency also has committed vouchers for Movin-Up and Project Based Vouchers.

VASH clients require a direct referral and commitment from the Veterans Administration (VA) as the VA will provide supportive services and case management for the Veteran. Veterans not wanting or needing a VASH Voucher can apply for a regular voucher directly with the HA.

Likewise, FUP clients are referred to our program through a Memorandum of Understanding (MOU) with several area supportive service agencies. The Eau Claire County Department of Human Services sends referrals to our agency for clients meeting the initial eligibility requirements for FUP, which are:

1. Families for whom the lack of adequate housing is a primary factor in:
  - a. The imminent placement of the family's child or children in out-of-home care, or,
  - b. the delay in the discharge of the child or children to the family from out-of-home care.
2. Youth (at least 18, but less than 24) who have left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act and is homeless or is at risk of becoming homeless at age 16 or older. (Foster Care FUP subsidy is only available to the client for 36 months)

A MOU is also in place for MS applicants; however, they may apply with us directly using our preliminary application form. The MOU outlines commitment from supportive service agencies to make supportive services available. MS clients must be non-elderly disabled adults with preference give to those who are homeless or at risk of homelessness.

The HA has an agreement in place with the Local Housing Coalition to provide up to 10 vouchers for Movin-Up where the agency will provide vouchers to clients leaving the Coalition's Permanent Supportive Housing (PSH) program and are ready to "move-up" and leave the PSH.

The HA also has Project Based Vouchers (PBV), currently for the Cannery Trail Residences 2. Applicants can apply for these using our preliminary application form.

Agreements and Memorandums of Understanding for all of these specialty programs are attachments to the Housing Choice Voucher Administration Plan and contain more detail on eligibility and policy.

### **3. Outreach to Families and Owners**

#### **A. Outreach to Families**

To assure and reinforce public awareness of Eau Claire County's Section 8 rental voucher program, so that a more complete waiting list exists, the housing assistance program will be well publicized on local radio, television, and/or in the newspaper. Seven radio stations (FM-WIAL, WBIZ, WAXX, WUEC; AM-WEAQ, WISM, WJJK) and three television stations (WEAU, CTV, WQOW) will provide public service announcements. In addition, paid advertisements will be run, as necessary. The HA will use feature articles and public notices in the Eau Claire Leader-Telegram and Augusta Area Times.

Other informational opportunities intended to be used are brochures, community contacts, the Council of Churches, the Eau Claire County Department of Human Services and Aging & Disability Resource Center (ADRC), the area Board of Realtors, and independent and quasi-public social service agencies operating within Eau Claire and Chippewa counties.

No applicant who has been a victim of domestic violence, dating violence, or stalking shall be denied admission into the program if they are otherwise qualified.

9. Notification to Ineligible Families

Applicants who, at the time of admission are determined by the HA to be ineligible on the basis of income, family composition, citizenship or immigration status, or for any other reason, shall be notified promptly, in writing, of the determination and the relevant factors therefore, and the letter shall state that the applicant has the right, within a reasonable specified time, to request an informal meeting with a HA staff person other than the staff person who made the ineligibility determination. The applicant shall be notified, in writing, of the meeting determination within 10 days after the meeting was held.

**5. Selecting Families for Housing Vouchers**

A. Preference in the Selection of Participants

In selecting eligible families, the HA may have more applicants than vouchers available. In such cases, preferences are applied based on information included in the application. First priority shall be given to households that will occupy Fairchild Senior Living units, second priority shall be given to homeless households, and third priority shall be given to ELI households (households whose incomes do not exceed the higher of the Federal Poverty level or 30% of AMI [11/17/2014]). At least 75% of Voucher Program participants will have incomes at or below ELI pursuant to HUD's income targeting guidelines. In all cases, preference shall be given to current residents of Eau Claire County. Ten percent of applications pulled from the waiting list for assistance shall be local households with the longest tenure on the waiting list. Household placement on the waiting list shall be by date and time of application.

**NOTE: Families requiring immediate relocation due to extreme health and safety issues at their current dwelling unit (such as a family referred by the City County Health Department due to a child with high blood levels of lead caused by the current dwelling unit) and families from federally declared disaster areas who are Section 8 voucher holders or public housing residents in another jurisdiction may receive preference over other waiting list placeholders, as determined by the HA executive director.**

**Families who are over/under housed in Eau Claire County Housing Authority's Public Housing units where the tenants no longer qualify for the size unit they are in, may be given preference over other waiting list placeholders for a Housing Choice Voucher to enable them to move from the public housing unit into a rental unit on the private market.**

If a family living in a multi-family living arrangement wishes to discontinue this joint tenancy, only the income of the family applying for assistance will be considered. If said families wish to stay together as one unit, all income and all expenses shall be considered.



Green Bay Housing Authority  
1424 Admiral Court  
Green Bay, Wisconsin 54303-2157  
www.greenbaywi.gov

Phone 920.492.3790  
Fax 920.492.3789

August 28, 2023

To whom it may concern:

The Green Bay Housing Authority owns and manages 154 public housing units located within Mason Manor, an eight-story high rise building. The Green Bay Housing Authority has created a separate entity, GBHA Properties I, Inc, to manage 48 project based vouchers. The 48 project based voucher rental units consist of duplexes and single family 2-, 3-, and 4-bedroom homes.

Mason Manor has its separate waiting list and follows the following preferences:

- 1<sup>st</sup>: Brown County Resident(s) displaced due to a natural disaster or government action
- 2<sup>nd</sup>: Brown County Resident(s) that is a PSH Participant
- 3<sup>rd</sup>: Brown County Resident(s) that is a domestic violence victim, homeless individuals or families:
- 4<sup>th</sup>: Brown County Residents with an elderly or disabled individual who is the head of household, Veteran families or working families.

For Mason Manor, all Brown County applicants will be served before non-Brown County applicants.

The Scattered Sites does not follow any preferences. Applicants are pulled by date and time of application submission.

If you have any additional comments, questions, or concerns please feel free to reach out to me.

Thank you,

**Jayme Valentine**

**Housing Administrator**

City of Green Bay

Community and Economic Development Department

Public Housing Authority Division

920.492.3733

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## PART III: TENANT SELECTION

### 4-III.A. OVERVIEW

The GBHA must establish tenant selection policies for families being admitted to public housing [24 CFR 960.201(a)]. The GBHA must not require any specific income or racial quotas for any developments [24 CFR 903.2(d)]. The GBHA must not assign persons to a particular section of a community or to a development or building based on race, color, religion, sex, disability, familial status, or national origin for purposes of segregating populations [24 CFR 1.4(b)(1)(iii) and 24 CFR 903.2(d)(1)].

The order in which families will be selected from the waiting lists depends on the selection method chosen by the GBHA and is impacted in part by any selection preferences that the family qualifies for. The availability of units also may affect the order in which families are selected from the waiting lists.

The GBHA must maintain a clear record of all information required to verify that the family is selected from the waiting lists according to the GBHA's selection policies [24 CFR 960.206(e)(2)]. The GBHA's policies must be posted any place where the GBHA receives applications. The GBHA must provide a copy of its tenant selection policies upon request to any applicant or tenant. The GBHA may charge the family for providing a copy of its tenant selection policies [24 CFR 960.202(c)(2)].

#### GBHA Policy

When an applicant or resident family requests a copy of the GBHA's tenant selection policies, the GBHA will provide copies to them free of charge.

### 4-III.B. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting lists, including the system of admission preferences that the PHA will use.

#### **Local Preferences [24 CFR 960.206]**

The GBHA is permitted to establish local preferences and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the GBHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the GBHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources [24 CFR 960.206(a)].

#### GBHA Policy

The GBHA defines Brown County residency as any family who lives, works, or is hired to work in Brown County. In order to verify the applicant qualifies for a residency preference, the GBHA will require a minimum of one of the following documents: Driver's license/state ID, employer or agency record, check stub from a local employer, school records, a utility bill from the local Wisconsin Public Service (WPS) agency or voter registration record.

The GBHA will use the following local preferences:

#### **1<sup>st</sup> Preference: Brown County Resident Families who have been Involuntarily Displaced:**

Families who claim they have been displaced due either to disaster or government action must provide written verification from the displacing agency of government or by a service agency such as the Red Cross.

A disaster is defined as a fire, flood, earthquake, etc that has caused the unit to be uninhabitable. Government action is defined as federal, state, or local government action related to public improvement or development. In order to meet the displacement preference, applicants who have been displaced must not be living in standard replacement housing. Standard replacement housing is defined as housing that is decent, safe, and sanitary according to HQS standards and is adequate for the family size according to HQS standards, and that the family is



occupying pursuant to a written or oral lease or occupancy agreement. Standard replacement housing does not include transient facilities, hotels, motels, temporary shelters, and (in the case of domestic violence) housing occupied by the individual who engages in such violence.

It does not include any individual imprisoned or detained pursuant to State Law or an Act of Congress. Shared housing with family or friends is considered temporary and is not considered standard replacement housing. An applicant who lives in a violent neighborhood or is fearful of violence outside the household is not considered involuntarily displaced.

**2nd Preference: Brown County Resident PSH participant:**

Brown County resident referred by Newcap, Inc. as a participant of Newcap's Permanent Supportive Housing (PSH) program who no longer requires the intensive services of the PSH program but only needs the rental subsidy. (08/2018)

**2nd Preference: Brown County Resident domestic violence victims and homeless families:**

A minor is defined as a family member other than the head, spouse, or co-head who is under 18 years of age. Proof of age is required.

The HUD definition of homelessness includes: Inhabit places not meant for human inhabitation (car, parks, deserted buildings), living in housing for the homeless, living on the street.

**3rd Preference: Brown County Resident elderly, disabled, veteran families, or working families:**

An elderly family includes a family whose head, spouse or sole member is at least 62 years of age, two or more persons at least 62 years of age living together or one or more persons at least 62 years of age living with one or more live-in aides. Proof of age is required.

A disabled family includes a family whose head, spouse, or sole member is a person with disabilities, two or more persons with disabilities living together or one or more persons in receipt of SSI or SS disability payments under Section 223 of the Social Security Act or 102(7) of the Development Disabilities Assistance and Bill of Rights Act (42 U.S.C. 5001(7)) or verified by appropriate diagnosticians such as a physician, psychiatrist, psychologist, therapist, rehab, specialist, or licensed social worker using the HUD language as the verification format.

A veteran family includes a family who has at least one member who is a veteran. Families claiming this preference must document service participation through service discharge papers or a statement from the veteran service officer.

In order to bring higher income families into public housing, the GBHA will establish a preference for working families, where the head, spouse, or co-head, or sole member is employed at least 20 hours per week. As required by HUD, families where the head and spouse or sole member is a person age 62 or older, or is a person with disabilities, will also be given the benefit of the working preference [24 CFR 960.20(b)(2)].

**4th Preference: Non-Brown County resident**