

Section 8 Family Obligations

24CFR 982.551

Department of Housing and Urban Development regulations for the Housing Choice Voucher Program permits LBHA to terminate assistance to participants in these programs if any household members or guests do not abide by the following family obligations once the unit is approved and the HAP contract has been executed.

1) The Family MUST:

- a) Supply any information that LBHA or HUD determines to be necessary including evidence of citizenship or eligible immigration status, and information for use in regularly scheduled re-examination or interim re-examination of family income, composition and criminal history. You must keep appointments as they are scheduled, complete paperwork, return forms, and sign documents by the deadline imposed by the Housing Authority staff. Provide current, reliable mailing address if different from assisted dwelling to help ensure receipt of HA correspondence. Two missed appointments to supply LBHA with this information is considered a breach of a family responsibility. **New income for all family members must be reported in writing within 10 days of the change (such as hire date of new job - not first paycheck.) New income includes, but is not limited to: Wages, Unemployment, Child support, TANF, Social Security, Pensions, and any other source of income (whether it's expected to continue or not.)**
- b) Disclose and verify social security numbers and sign and submit consent forms for obtaining information.
- c) Supply any information requested by LBHA to verify that the family is living in the unit or information related to family absence from the unit.
- d) Notify LBHA in writing within 10 days if any family member no longer lives in the unit.
- e) Notify LBHA in writing within 10 days when the family or a family member is away from the unit for an extended period of time (10 days or more) in accordance with LBHA policies.
- f) Notify LBHA and the owner in writing before moving out of the unit or terminating the lease.
- g) Allow LBHA to inspect the unit at reasonable times and after reasonable notice. Two missed appointments for inspection are considered a breach of this family responsibility.
- h) Use the assisted unit for residence by the family. The unit must be the family's only residence.
- i) Notify LBHA in writing within 10 days of the birth, adoption, or court-awarded custody of a child.
- j) Request LBHA written approval to add any other family member as an occupant of the unit (should receive landlord's permission first). Additional family members must not move in to the unit until approved by the Housing Authority.
- k) Give LBHA a copy of all notices including any owner eviction notice within 10 days of receipt.
- l) Pay utility bills and supply appliances that the owner is not required to supply under the lease.
- m) You may have guests, but such guests may not occupy the premises for more than 30 consecutive days or more than 90 non-consecutive days in any 12-month period. You may not have any series of guests who exceed these limits without our approval. The assistance you receive is for your immediate family, not for your friends and relatives. A guest is considered to occupy the unit if they conduct normal daily functions in the assisted unit (such as: bathing, eating, sleeping, storing clothing or other personal belongings, etc.). Must get HA approval prior to allowing additional family member/s to move in.

2) **The Family** (Including Each Family Member) **Must NOT:**

- a) Own or have any interest in the unit (other than in a cooperative, or the owner of a manufactured home leasing a manufactured home space).
- b) Commit any serious or repeated violations of the lease. (IE: non-payment or late payment of rent, poor housekeeping, disturbing the peaceful enjoyment of neighbors etc.)
- c) Commit fraud, or bribery or any other corrupt or criminal act in connection with the program.
- d) Participate in illegal drug or violent criminal activity. The family is responsible for the illegal drug or violent criminal activity of guests in the assisted unit.
- e) Sublease or let the unit or assign the lease or transfer the unit.
- f) Receive Housing Choice Programs tenant-based housing assistance while receiving another housing subsidy, for the same unit or a different unit under any other Federal, State or Local housing assistance program.
- g) Damage the unit or premises (other than damage from ordinary wear and tear) or permit any guest to damage the unit or premises.
- h) Engage in threatening, abusive or violent behavior toward any LBHA personnel.
- i) Be related to the landlord (owner). The landlord cannot be the parent, child, grandparent, grandchild, sister or brother of any member of the participating family, including minors. The only exemption that may be approved by LBHA is if a family member is a person with disabilities.
- j) Engage in illegal use of a controlled substance; or abuse of alcohol that threatens the health and safety or right to peaceful enjoyment of the premises by other residents.
- k) Breach an agreement with LBHA to pay amounts owed to the Housing Authority.

Any information the family supplies must be true and complete.

By its signature, the family agrees to fulfill the program responsibilities noted above, and understands that failure to do so, BY ANY FAMILY MEMBER, may result in permanent loss of housing assistance eligibility, and criminal prosecution.

Signatures (EVERYONE 18 AND OLDER MUST SIGN):

1.	_____	Date:	_____
2.	_____	Date:	_____
3.	_____	Date:	_____