

HOUSING AUTHORITY OF SALT LAKE CITY
Notice to Applicants Applying for and Clients Currently Receiving Housing Assistance

In accordance with the Department of Housing and Urban Development (HUD) and Section 214 of the Housing and Community Development Act of 1980 which prohibits financial assistance to persons other than United States Citizens, nationals or certain categories of eligible noncitizens in HUD's Public Housing and Section 8 housing assistance payments programs. This notice states that financial assistance (rent subsidy) will depend upon the submission and verification of the evidence of citizenship or eligible immigration status.

ALL APPLICANTS AND MEMBERS of their household must provide evidence of citizenship OR eligible immigration status. Each family member, regardless of age, MUST submit the following information to the Housing Authority of Salt Lake City.

1. FOR CITIZENS: A signed declaration of U.S. Citizenship (attached).
2. FOR NONCITIZENS: Who are 62 years of age or older:
 - (A) A signed declaration of eligible immigration status.
 - (B) Proof of age document.
3. FOR ALL OTHER NONCITIZENS:
 - (A) A signed declaration of eligible immigration status.
 - (B) Any one of the IMMIGRATION AND NATURALIZATION SERVICE (INS) documents listed (see attached).
 - (C) A signed verification consent form (attached).

THE ABOVE REQUIREMENTS (AS APPROPRIATE FOR YOUR HOUSEHOLD) MUST BE COMPLETED AND RETURNED TO OUR OFFICE.

APPEALS TO THE INS: If the INS fails to confirm eligible immigration status, the Housing Authority will notify you of the results of the INS verification. You will have 30 days from the date of our letter to REQUEST AN APPEAL OF THE INS RESULTS. The request for appeal needs to be DONE BY YOU, IN WRITING, DIRECTLY TO THE INS. You must provide a copy of the written request AND proof of mailing (copy of certified letter) to the Housing Authority. If the above is followed the Housing Authority will grant the family an extension of time to pursue the appeal.

INFORMAL HEARING: When the Housing Authority receives a copy of the INS decision, the Housing Authority will notify the family of its right to request an informal hearing. This request for an informal hearing must be made EITHER within 14 days of the date of our notice or 14 days of the mailing of the INS appeal decision (established by the postmark).

You will be provided an informal hearing before any person(s) designated by the Housing Authority (including an officer or employee of the Housing Authority), other than a person who made or approved the decision or a subordinate of the person who made or approved the decision. You have the right to examine and copy, at your expense, all documents in your file that pertain to your eligibility. This MUST be requested 5 business days prior to the scheduled hearing. You have the right to have any attorney, at your expense. You have the right to have an interpreter to attend the hearing, at your expense.

The Housing Authority will provide the family with a written final decision, based solely on the facts presented at the hearing, WITHIN 14 DAYS OF THE DATE OF THE INFORMAL HEARING.

HOUSING AUTHORITY OF SALT LAKE CITY
Declaration of U.S. Citizenship or Noncitizen with Eligible Immigration Status

Every applicant/participant must complete the following for all family household members.
 All members of the household declare under penalty of the law, or perjury, that I/We are:

- A. United States Citizen(s)
- B. Noncitizen with Eligible Immigration Status
 (Please provide proof of age if 62 years or older.)
 Refer to page 3 if "B" is checked by any member of the household.
- C. Noncitizen without Eligible Immigration Status

Please print and list below every person living in the household. Designate citizenship status as defined above.

				A.	B.	C.
_____	Sex	Age		[]	[]	[]
Head of Household						
_____	Sex	Age		[]	[]	[]
Co-Head of Household						
_____	Sex	Age	Relationship	[]	[]	[]
Family Member over 18						
_____	Sex	Age	Relationship	[]	[]	[]
Additional Household Member						
_____	Sex	Age	Relationship	[]	[]	[]
Additional Household Member						
_____	Sex	Age	Relationship	[]	[]	[]
Additional Household Member						
_____	Sex	Age	Relationship	[]	[]	[]
Additional Household Member						
_____	Sex	Age	Relationship	[]	[]	[]
Additional Household Member						
_____	Sex	Age	Relationship	[]	[]	[]
Additional Household Member						

If you have additional family members, please list on a separate sheet.

Signatures:

Head of Household	Date	Co-Head of Household	Date

Family Member Over 18	Date

WARNING: Section 1001 of Title 18 of the U.S. Code makes it a criminal offence to make willful false statements of misrepresentation to a Department or Agency of the U.S. as to any matter within its jurisdiction.

If “B” (noncitizen with eligible immigration status) is checked by any member of the household living in the dwelling unit, they are responsible for providing the Housing Authority of Salt Lake City one original of any of the following documents:

1. Form I-551, Alien Registration Receipt Card (for permanent resident aliens)
2. Form I-94, Arrival-Departure Record with one of the following annotations:
 - a. Admitted as Refugee pursuant to Section 207
 - b. Section 208 or Asylum
 - c. Section 243(h) or Deportation stayed by Attorney General
 - d. Paroled pursuant to Section 212(d)(5) of the INA
3. If Form I-94, Arrival-Departure Record, is not annotated then accompanied by one of the following documents:
 - a. Final court decision granting asylum
 - b. Letter from INS asylum officer granting asylum
 - c. Court decision granting withholding of deportation
4. Form I-688, Temporary Resident Card which must be annotated “Section 245A” or Section 210”
5. Form I-688B, Employment Authorization Card, which must be annotated “Provision of Law 274a.2(11)” or “Provision of Law 274a.12”
6. A receipt issued by the INS indicating that an application for issuance of replacement document in one of the above listed categories has been made and applicant’s entitlement to document has been verified.
7. Other acceptable evidence. Documents determined acceptable by INS.

VERIFICATION CONSENT FORM

Notice of Release of Evidence by Responsible Entity:

Each noncitizen who declares ELIGIBLE IMMIGRATION STATUS must sign a verification consent form. This consent form provides that evidence of eligible immigration status may be released by the responsible entity, without responsibility for the further use or transportation of the evidence by the entity receiving it to:

1. HUD as required by HUD, and
2. The INS for purposes of verification of the immigration status of the individual.

Notice of Release of Evidence by HUD:

I understand that this verification consent form could be the release of evidence of eligible immigration status by HUD. This form of evidence of eligible immigration status shall only be released to the INS for purposes of establishing eligibility for financial assistance and not for any other purpose. HUD is not responsible for the further use or transmission of the evidence or other information by the INS.

Noncitizen who is declaring Eligible Immigration Status (PLEASE PRINT)

Noncitizen who is declaring Eligible Immigration Status (PLEASE PRINT)

Signature

Signature

Date

Date