

# Waiting Lists

## at Housing Authority of the City of New Haven's ELM CITY COMMUNITIES

The purpose of Housing Authority of the City of New Haven's (HANH) Elm City Communities Waiting List is to provide low-income residents a place to live in the order in which they apply or based on need. The Waiting List provides a fair method to determine each applicant's housing needs, and applicants are assured that no one can receive housing before them without good reason.

There are several Waiting Lists within Elm City Communities, and each serves a different purpose. They are:

- Housing Choice Voucher (HCV) Waiting List
- Low-Income Public Housing (LIPH) Site Based Waiting List for Families and Senior/Disabled
- LIPH Supportive Service Waiting List
- LIPH Accessible Housing Waiting List

### Who Qualifies for Elm City Communities Housing?

It is Elm City Communities' policy to admit only applicants who are qualified<sup>1</sup> according to the following criteria, if you:

- a. Are a family<sup>2</sup>, as defined in Section XV of the Housing Choice Voucher Administrative Plan;
- b. Have an annual income (as defined in Section XIV of the Housing Choice Voucher Administrative Plan) at the time of admission that does not exceed the income limits (maximum incomes by family size established by the U.S. Department of Housing and Urban Development, or HUD) posted Elm City Communities offices. (24 CFR §5.6)
- c. Provide documentation of Social Security numbers for family members age 6 or older, or certify that they do not have Social Security numbers. (24 CFR § 5.216); and
- d. Meet the Applicant Selection Criteria in Section II. F of the Housing Choice Voucher Administrative Plan including completing a Elm City Communities-approved pre-occupancy orientation session if requested;
- e. At least one member of the family is either a citizen or eligible immigrant (24 CFR Part 5. Subpart E).

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<sup>1</sup>The term "qualified" refers to applicants who are eligible and able to meet the applicant selection standards. This term is taken from the 504 regs: 24 CFR § 8.3 definition of "Qualified Individual with Disability."

<sup>2</sup>A family can be a single person.

# Elm City Communities Waiting Lists

## **Q: Do I Need to File an Application? Where Can I Obtain One?**

Waiting List applications are available at the Elm City Communities office, 360 Orange St., New Haven, CT 06510, when that particular waiting list is open. The application should be submitted at the same address. There is no fee to apply.

## **Q: How Long Can I Expect to Wait for Housing?**

The demand for affordable housing is high, resulting in a waiting list for housing. It is difficult to predict the length of time that an applicant may wait for housing. Applicants may request updates regarding their position on the waiting list.

## **Q: What Are the Criteria for Priority Placement on the List?**

- Victim of Domestic Violence (VAWA) – (LIPH/Section 8)
- Displaced by Government Action – (LIPH/Section 8)
- Foreclosure (Section 8) – Families residing in properties in imminent danger of foreclosure
- Veterans Affairs Supportive Service – (Section 8, but does not require being on the waiting list)
- Families in a documented Witness Protection Program (Section 8)
- Situations involving crime and safety of current LIPH Families, where transfer of a current LIPH family to another public housing development does not meet the needs of Elm City Communities public housing residents due to domestic violence, witness protection, or other situations involving crime and safety (Section 8)
- Persons in the Family Self-Sufficiency (FSS) Program who are approved for HCV for homeownership (Section 8)
- Persons with disabilities who are on a mixed population Elm City Communities public housing waiting list who are not offered a unit in an Elderly designated building when they reach the top of the waiting list because they are under 62 years of age (Section 8)
- A current LIPH family requiring an accessible unit as a reasonable accommodation where Elm City Communities is unable to accommodate the need through a Public Housing transfer, as well as a reasonable accommodation to support the non-physical as well as the physical needs of the disabled (Section 8)
- Senior families, Disabled families and families with two or more persons (Section 8)
- Senior – Projects designated for Senior families. Senior families will receive a priority for admission to units or buildings that may be approved for designated Senior housing by HUD. When there are insufficient senior families, near-senior families (as defined herein) will be admitted to designated properties. (LIPH)
- Supportive Housing Program (LIPH)

# Elm City Communities Waiting Lists

## **Q: Are There Special Circumstances That Would Move Someone Higher on the Transfer List?**

You may be moved up higher on the LIPH Transfer List for the following reasons:

- Emergency transfers for life, health and safety with the approval of the executive director, or designee;
- Voluntary transfers for reasonable accommodations for families needing accessible features in units or accessible units;
- Voluntary transfers for reasonable accommodations for persons other than those needing accessible units or units with accessible features;
- Transfers mandated by Elm City Communities for modernization transfers;
- Transfers related to problems of violence that are less than life-threatening;
- Transfers mandated by Elm City Communities due to over- and under-housing by more than two degrees and residents who have to temporarily or permanently relocate as a result of the sale or transfer of ownership of Elm City Communities-owned or -managed housing;
- Other administrative transfers.

## **Q: If I Want to Move to Another Elm City Communities Development, May I?**

You must be a resident for one year before requesting a transfer. Once you transfer, there is no time frame for when you can request another transfer.

## **Q: Where Can I Find Out More Information About Housing with Elm City Communities?**

Elm City Communities staff is always available to answer your questions about the Resident Waiting List and assist you with the application process. Call (203) 498-8800.