

# HOUSING APPLICATION & ASSESSMENT

## HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS

### HOPWA

(\*Mandatory Information for HUD)

Name \_\_\_\_\_ DOB/Age \_\_\_\_\_ Client ID# \_\_\_\_\_  
 Street Address \_\_\_\_\_ Phone \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ SSN \_\_\_\_\_

**\* RECENT LIVING SITUATION**

\* If client came from one of these facilities in the last 30 days, or was on the street or in an emergency shelter prior, consider the person homeless from the streets or shelter as appropriate.

- |  |  |
|--|--|
| <input type="checkbox"/> homeless from the streets                                     | <input type="checkbox"/> psychiatric/ mental health facility*  |
| <input type="checkbox"/> homeless emergency shelter                                    | <input type="checkbox"/> hospital or other medical facility*   |
| <input type="checkbox"/> transitional housing  | <input type="checkbox"/> living with relatives/friends         |
| <input type="checkbox"/> domestic violence shelter                                     | <input type="checkbox"/> participant-owned housing             |
| <input type="checkbox"/> jail/prison   | <input type="checkbox"/> rental housing                        |
| <input type="checkbox"/> substance use treatment facility*                             | <input type="checkbox"/> foster care or foster care group home |
| <input type="checkbox"/> hotel/motel with out paid assistance                          | <input type="checkbox"/> other: _____                          |
| <input type="checkbox"/> permanent housing for formerly homeless (SHP/S+C/SRO MR etc.) |  |

**\* DEMOGRAPHICS & HOUSEHOLD/ FAMILY COMPOSITION:**

Use one of the following race and ethnicity codes to fill-in chart below:

- |                             |   |
|-----------------------------|---|
| <b>*Race:</b> W-White       | NH/PI-Native Hawaiian/Pacific Islander                          |
| A-Asian                     | AI/AN-American Indian/Alaskan Native                            |
| A/W-Asian/White             | AI/AN/W-American Indian/Alaska Native/White                     |
| B/AA-Black/African American | B/AA/W-Black/African American/White                             |
| O/MR-Other/Multi-racial     | AI/AN/B/AA-American Indian/Alaska Native/Black/African American |

**\*Ethnicity:** H-Hispanic or NH-Not Hispanic

**\*Relationship:** Husband, Wife, Domestic Partner, Mother, Father, Sibling, Daughter, Son, Grandparent, Grand child, Aunt, Uncle, Cousin, Roommate, Other

Name or ID#	M or F	Age	HIV + Yes or No	Race	Ethnicity	Relationship	\$ Income

**\*TOTAL Gross Monthly Family/Household Income** \$ \_\_\_\_\_ (Attach income verification)

* Please Answer YES or NO to the following questions:	YES	NO
1. Do you have a housing plan with any other agency for maintaining or establishing stable on-going stable housing?		
2. Have you had contact with a case manager/benefit counselor at least once in the last three months (or consistent with the schedule specified in your individualized service plan)?		
3. Have you had contact with a primary health care provider at least once in the last three months (or consistent with the schedule specified in your individualized service plan)?		
4. Do have medical insurance coverage or medical assistance?		
5. Are you a Veteran from U.S. military service?		
6. Are you a survivor of domestic violence		
7. Are you chronically homeless by HUD's definition? *		

\* A “chronically homeless person” is “an unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more **OR** has had at least four episodes of homelessness in the past three years.” For this purpose, the term “homeless” means “a person sleeping in a place not meant for human habitation (e.g., living on the streets) or in an emergency homeless shelter.” This does not include doubled-up or overcrowding situations.

**What type of housing is client applying for?**

Tenant-based Rental Assistance (TBRA) \_\_\_\_\_ Facility/Community-based housing \_\_\_\_\_

Short-term Rent, Mortgage, Utility Assistance (STRMU) \_\_\_\_\_

Is TBRA or STRMU for shared housing? Yes \_\_\_\_\_ No \_\_\_\_\_

**HOUSING SUBSIDY**

Does Section 8 or part of the Public Housing Authority subsidize your current unit? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you applied for Section 8 or with the Public Housing Authority? Yes \_\_\_\_\_ If so, when? \_\_\_\_\_ No \_\_\_\_\_

Are you willing, if eligible, to apply for Section 8 or Public Housing? Yes \_\_\_\_\_ No \_\_\_\_\_

If no, why? \_\_\_\_\_

**TERMS OF CURRENT UNIT**

Mortgage/rent amount \$\_\_\_\_\_ Per Month  
Security deposit amount \$\_\_\_\_\_  
Written Deed/lease Yes \_\_\_\_ No \_\_\_\_  
Years left on mortgage \_\_\_\_ Name(s) on mortgage\_\_\_\_\_  
Term of lease/rental agreement \_\_\_\_\_ Name(s) on lease \_\_\_\_\_  
Years living at this residence \_\_\_\_\_

**LANDLORD INFORMATION**

Landlord/management company name (check payable to):\_\_\_\_\_  
Address:\_\_\_\_\_  
City:\_\_\_\_\_ State:\_\_\_\_\_ Zip Code:\_\_\_\_\_  
Landlord/management company daytime phone:\_\_\_\_\_  
If landlord is not a corporation please provide Tax ID or SS# \_\_\_\_\_

**UTILITIES**

What utilities does the applicant pay in addition to rent?  
( ) gas ( ) electric ( ) heating fuel ( ) hot water ( ) none ( ) other:\_\_\_\_\_  
Who pays utilities in the household? ( ) applicant ( ) spouse/partner ( ) roommate  
( ) other: \_\_\_\_\_

**Are you currently in arrears with your rent, Mortgage, or Utility Payments? Yes \_\_\_\_ No \_\_\_\_**  
**Which one(s)** \_\_\_\_\_ **Amount(s)** \_\_\_\_\_  
**For what period(s)** \_\_\_\_\_  
**Why?** \_\_\_\_\_

**CURRENT HOUSING DESCRIPTION**

Number of Bedrooms: 0-studio\_\_\_\_ one\_\_\_\_ two\_\_\_\_ three \_\_\_\_ other \_\_\_\_  
Bathrooms: # of baths \_\_\_\_ full \_\_\_\_ partial \_\_\_\_ inside unit \_\_\_\_ outside unit \_\_\_\_  
Kitchen: individual \_\_\_\_ shared \_\_\_\_ full \_\_\_\_ partial \_\_\_\_  
Other: # rooms\_\_ other rooms used \_\_\_\_\_ (if shared housing)

<b>CURRENT HOUSING CONDITION</b>			
	<b>Yes</b>	<b>No</b>	<b>N/A</b>
1. Is your rent or lease payment late? If yes, what is the total amount owed \$_____ and for what period?			
Why are you late?			
2. Is your mortgage payment late? If yes, what is the total amount owed \$_____ and for what period?			
Why are you late?			
3. Are any of your utility bills overdue/past due? If yes, what is the total amount owed \$_____ and for what period?			
Why are you late?			
4. Have your utilities been shut-off? If yes, how much is needed to reconnect services \$			
5. Have you ever been evicted for non-payment of rent?			
6. Are you having problems with water leaks or water damage in your unit?			
7. Are you having problems with your heater?			
8. Are you having problems with your air conditioner?			
9. Are you having problems with your door or window locks?			
10. Are you having problems with your plumbing?			
11. Are you having problems with your elevator?			
12. Are you having problems with a gas leak, gas smell in your unit?			
13. Do you have any broken windows?			
14. Are you having problems with poor lighting outside and/or in the hallways?			
15. Are you having problems with your hot water?			
16. Are you having problems with smoke detectors not working or missing from your unit?			
17. Do you need housing that is wheelchair or handicapped accessible?			

By signing below, I am certifying that the information above is true and correct. I acknowledge that it is my responsibility to report any and all changes in the income of my household within **ten** days of the change. I understand that intentionally misrepresenting income or family composition is grounds for denial or termination of housing assistance and that false statements or information are punishable under Law (Federal and State).

\_\_\_\_\_  
 \_\_\_\_\_

Date: \_\_\_\_\_  
 Date: \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_ for \_\_\_\_\_ Housing Assistance Program

**Reason:**

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By: \_\_\_\_\_ Case Manager/Housing Staff