

**HOUSING AUTHORITY OF THE CITY OF RALEIGH, NORTH CAROLINA**

900 HAYNES STREET  
RALEIGH, NORTH CAROLINA 27604  
WWW.RHAONLINE.COM  
\*\*\*FOR ASSISTANCE, CALL 919.508.1105\*\*\*

**NAME** \_\_\_\_\_  
**ADDRESS** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
**TELEPHONE** (    ) \_\_\_\_\_

*Please list an alternate address and phone number. If we are unable to contact you when your application reaches the top of our list, your application will be WITHDRAWN.*

**ALTERNATE ADDRESS:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 CITY STATE ZIP CODE

**I WISH TO APPLY FOR:** PUBLIC HOUSING \_\_\_\_\_  
 SECTION 8 (VOUCHER) \_\_\_\_\_  
 BOTH \_\_\_\_\_  
*(See Definitions on the back)*

**ALTERNATE NAME/PHONE CONTACTS:**  
 \_\_\_\_\_ (SIBLING)  
 \_\_\_\_\_ (PARENT)  
 \_\_\_\_\_ (CO-WORKER)  
 \_\_\_\_\_ (FRIEND)

**You MUST attach COPIES ONLY of the following verifications when returning your Application:**

1. Certified Birth Certificates and Social Security Cards for **ALL** family members  
 \*\*\*Mother's copy of Birth Certificate is **ONLY** acceptable for newborns\*\*\*
2. Marriage License (if applicable, **copy only**)
3. Request for a preference (if applicable)
4. Driver's License or State-Issued ID for Head of Household **and ALL** other members 18 years of age and older (**copies only**)
5. Proof of eligible immigrant status (ex. Naturalization Certificate)

**NOTE:** Your signature below authorizes RHA to contact you by calling the above alternate contacts.

→ **Are you a CURRENT Public Housing Resident?**  
**CIRCLE ONE: YES NO**

❖ **LIST ALL HOUSEHOLD MEMBERS (INCLUDE YOURSELF) ---LIST ADDITIONAL FAMILY ON A SEPARATE SHEET IF NECESSARY**

NAME LAST, FIRST, M.I.	RELATIONSHIP	SEX	DATE OF BIRTH MM-DD-YY	PLACE OF BIRTH	SOCIAL SECURITY #
	HEAD OF HOUSEHOLD				

❖ **LIST ALL INCOME IN THE HOME (LIST ADDITIONAL INCOME ON A SEPARATE SHEET IF NECESSARY)**

NAME	EMPLOYER/SOURCE OF INCOME	START DATE	MONTHLY (GROSS)	WEEKLY (GROSS)	HOURLY (GROSS)	# of HOURS WORKED

→Do you OR any member of your household need a handicapped accessible unit? YES NO

→What type of unit do you need? Please indicate below:  
 a. Wheelchair access YES NO  
 b. Visual and/or hearing equipped YES NO  
 c. Other (comments) \_\_\_\_\_

→Are you elderly, disabled or handicapped? YES NO  
**[DEFINITIONS: Elderly: 62 years or older; Disabled, or Handicapped: As defined by the Social Security Act]**  
 ○ Are you interested in elderly or near-elderly high-rise facilities? YES NO

→Did you file a Federal Income Tax Return for 2008 and/or 2009? YES NO

**CIRCLE ONE:**  
 →**RACE:** 1=WHITE, 2=BLACK, 3=AMERICAN INDIAN/NATIVE ALASKAN, 4=ASIAN/PACIFIC ISLANDER

→**ETHNICITY:** 1= HISPANIC, 2 = NON-HISPANIC

→Are you a legal resident of the USA? YES NO

→Are you a current Wake County TANF (Public Assistance) recipient? YES NO

→ Have you received government assisted housing before? YES NO (If YES, List WHEN & WHERE)  
 Year(s): \_\_\_\_\_

Location(s): \_\_\_\_\_  
 \_\_\_\_\_

**Past landlord history for the last two (2) years:**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone # \_\_\_\_\_

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone # \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**NOTE:** A criminal history report/background check is required to determine eligibility of all applicants. A tenant history will be checked on all past housing tenants. \*Fraud Warning: Title 18, Section 1001 of the United States code, states that a person who knowingly and willingly makes false statements to any department or agency of the United States is guilty of a felony.

2010 INCOME LIMITS FOR SECTION 8 AND PUBLIC HOUSING (MAXIMUM amount of household income to qualify for housing assistance)			
1 PERSON - \$27,200	2 PERSON - \$31,100	3 PERSON - \$35,000	4 PERSON - \$38,850
5 PERSON - \$42,000	6 PERSON - \$45,100	7 PERSON - \$48,200	8 PERSON - \$51,300

**HOW DID YOU HEAR ABOUT APPLYING FOR HOUSING WITH RALEIGH HOUSING AUTHORITY?**

**CHECK ONE:**

- 1.  Television/Media      2.  Relative      3.  Shelter      4.  Public Housing Brochure
- 5.  Church      6.  Friend      7.  Wake County Human Services (WCHS)
- 9.  Internet      10.  Other \_\_\_\_\_

**PREFERENCES**

RHA has implemented preferences for both Public Housing and Section 8 programs. If you wish to claim a preference, you must provide verification(s).

❖ **Check all of the following preferences for which you qualify:**

- Elderly single (62 years or older)
- Elderly senior legally responsible for raising minor children
- Disabled
- Wake County Resident (*The applicant must provide proof of being a resident or employee of Wake County at time of application.*)
- Working Family (**Public Housing Applicants ONLY**) ~ Must be working at least 35 hours per week and have been employed for at least the past 6 months.

Name of Employer \_\_\_\_\_

Telephone Number \_\_\_\_\_

Start Date \_\_\_\_\_

Number of Hours per Week \_\_\_\_\_

**CRIMINAL BACKGROUND CHECKS**

*Raleigh Housing Authority will conduct a criminal background check on ALL individuals 18 years of age or older. If the individual has **engaged** in any criminal activities within the time period listed below, the family may not be allowed to remain on the waiting list.*

1. *Misdemeanor within the last 5 years*
2. *Felony within the last 7 years*

**FOR RHA USE ONLY**

**Pre-eligibility Checklist/Placement on Waiting List(s)**

	ELIGIBLE (Y/N)	INITIALS
1. CRIMINAL RECORD CHECK	_____	_____
2. RHA PH DEBT CHECK	_____	_____
3. S/8 TERMINATION CHECK	_____	_____
4. TRESPASSED FROM RHA	_____	_____
5. SEX OFFENDER	_____	_____
ELIGIBLE/PLACE ON WL	DATE PRE-APP KEYED _____	_____
INELIGIBLE/SEND LETTER	DATE LETTER SENT _____	_____

# PLEASE TEAR OFF AND KEEP THIS PAGE

## IMPORTANT INFORMATION

- ❖ To access information about your position on the “waiting list” or to have an application mailed to you, call the **STATUS LINE NUMBER: (919) 831-6926**.
- ❖ Visit our website at [www.rhaonline.com](http://www.rhaonline.com) to get additional information on RHA, the Section 8 program and Public Housing Communities.
- ❖ Additional applications can be printed from our website.

### WHAT IS SECTION 8?

Section 8 is a HUD-subsidized rental assistance program for very low-income families, also referred to as “Housing Choice Voucher Program” or “HAP” (Housing Assistance Payment Program). This is the program that enables you to secure housing in the private market.

- ❖ Your application will be placed on a waiting list by DATE and TIME of application.
- ❖ A voucher is issued allowing a family to search for affordable housing within program requirements, policies, and regulations.
- ❖ At this time, we are estimating our waiting list for Section 8 to be approximately 4-6 years from date of application.

### WHAT IS PUBLIC HOUSING?

Public Housing is a multi-family housing development that is owned and managed by the Housing Authority of the City of Raleigh.

- ❖ Your application will be placed on a waiting list determined by DATE and TIME of application, BEDROOM SIZE and PREFERENCE.
- ❖ Availability of public housing is determined by vacancies in our existing public housing developments.
- ❖ At this time, we are estimating our waiting list for Public Housing to be approximately 1-2 years from date of application.

Our developments are as follows (also refer to photographs in lobby areas and our webpage ([www.rhaonline.com](http://www.rhaonline.com)) for more information):

- ❖ Walnut Terrace, Kentwood Apartments, The Oaks, Mayview, Heritage Park, Meadowridge, Birchwood, Valleybrook, Eastwood Court, Stonecrest, Terrace Park, and Berkshire
- ❖ Glenwood Towers and Carriage House (High Rise facilities for elderly and near-elderly persons 50 years of age and older).

### DEFINITIONS

**ELIGIBILITY:** Applicants must qualify as a family and/or as an eligible single person. Annual gross income must be within limits as established by HUD for this area, with adjustments for smaller and larger families. An eligible family is two or more persons related by blood, marriage, or operation of law. It includes elderly single persons; the remaining member of a tenant family; a displaced person; or a single individual. An elderly family is one whose head, spouse or sole member is at least 62 years of age, disabled or handicapped, and may include unrelated elderly, disabled or handicapped persons living together.

**COMPUTATION OF RENT:** Eligible families pay a monthly rent equal to the greater of 30 percent of their monthly-adjusted income or 10% of unadjusted monthly income. If utilities are not included in the rent, the family receives a rent credit equal to the RHA’s estimate of the cost of utilities.

### WHAT TO BRING TO AN INTERVIEW

*Please be prepared to bring copies of the items listed below and any other requested information to your interview once our office has contacted you:*

- Verification of current and anticipated income
- Daycare verification
- Child Support printout (payment history for at least 1 year)
- Proof of medical expenses (elderly or disabled persons ONLY)
- Award letters for SS/SSI and TANF/AFDC
- Retirement Benefits notice
- Unemployment Benefits notice
- Four (4) consecutive paycheck stubs

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