



TULALIP TRIBES HOUSING DEPARTMENT

6406 Marine Dr Tulalip, WA 98271
Telephone: (360) 716-4580 • Fax: (360) 716-0617

Low-Rent Housing Assistance Program: Check-Off sheet

The following items are **required** in order for your TTHD Wait List Application to be complete:

_____ Verification of Tribal Enrollment for the Head of Household if Tribal Preference is requested

_____ Photo Identification for all household members 18 and older

_____ Application Completely filled out & signed by all household members 18 and older; Including page 3, Authorization for Release of Information.

TTHD staff will time stamp the application if complete and provide a referral for all household members over the age of 18 to report to CDACD.

If your application is not complete at time of submission, TTHD staff will return the application to you for corrections and you will have to resubmit TTHD wait list application.

_____ Complete Urinalysis Testing within 24 hours of receiving referral from TTHD for all household members over the age of 18 years old.



Application for Housing Assistance

PLEASE ATTACH A COPY OF YOUR TRIBAL ID

Applying For: Rental Housing Senior Housing

OFFICE USE ONLY:	
Application Received:	
Name:	_____
Date:	_____
Received By:	_____

NOTE: This is a *pre-application*. Information provided on this application is subject to verification at the time your name comes to the top of the waiting list. You will be determined apparently eligible or apparently ineligible based on the information you provide in this application. If you are determined apparently eligible, you will be placed on the waiting list for the program(s) checked above. When your name comes to the top of the waiting list, you will be asked to submit a complete application, and **ALL INFORMATION WILL BE VERIFIED. It is your sole responsibility to update any change in circumstances. Housing will NOT seek out to find new information for applicant.**

APPLICANT INFORMATION:

First Name: _____ Last Name: _____ M.I.: _____
 Address: _____ City: _____ State: _____ Zip Code: _____
 Home Phone: _____ Email: _____ Message No.: _____

HOUSEHOLD COMPOSITION: List the Head of Household and ALL persons who will be living in the housing unit.

First Name	Last Name	Relationship	Birth Date	Tribal ID	Social Security Number

INCOME INFORMATION: List below all sources of income for every family member. This information will be verified before any change in the monthly payment is determined. Include all income: such as wages, public assistance, TANF, all benefit payments, net income from a business, child support, fishing income, PER CAPITA payments, etc. Include all income you are now receiving or expect to receive during the next twelve months.

Family Member	Source of Income	Amount	Payment Basis (Weekly, Monthly, Etc.)



Application for Housing Assistance (Continued)

ADDITIONAL INFORMATION: Please check all that apply to you or any member of your household

- Does any member of your household have special housing needs due to disability? YES NO
If YES, please explain: _____
- Have you or any household member ever been convicted of a crime? YES NO
If YES, please explain: _____
- Are you (Head of Household or is your spouse) a Veteran with Honorable Discharge Status? YES NO
- Have you or any household member ever lived in tribal housing? YES NO

Start Date: _____ End Date: _____

Street Name: _____ Unit: _____

CURRENT HOUSING

Name of Landlord: _____ Phone: _____

Landlord Address: _____ Cell: _____

APPLICATION CERTIFICATION: I/ We certify that all information provided in this application is true, complete and accurate to the best of my knowledge. I/We authorize the Tulalip Tribes Housing Department to verify all information provided on this application. I/We understand that supplying false information may result in denial and / or termination of assistance.

Date: _____ Head of Household Signature: _____

Date: _____ Other Adult Signature: _____

HOUSING DEPARTMENT USE ONLY

TOTAL INCOME: _____ Income Limit For: _____ Person Family: \$ _____

Outstanding Balance Owed: \$ _____ Payback Agreement: YES NO

NOTE: Families with balance and Payback Agreements can be on the list, but must pay IN FULL before housing can be provided.

Previous Tribal Housing: SATISFACTORY UNSATISFACTORY

If unsatisfactory, please state why: _____

Eligibility Determination: Apparently Eligible for _____ Bedroom(s) Apparently Ineligible

If ineligible, please state why: _____

Date: _____ Determination Made By: _____

Date: _____ Approved By: _____





Authorization for Release of Information

CONTENT:

I authorize the use of a photocopy of the authorization and direct any Federal, State, or local agency organization, business, or individual to release to Tulalip Tribes Housing Department any information or materials needed to complete and verify my application for participation, and/or to maintain my continued assistance under the housing assistance programs. I understand and agree that this authorization or the information obtained with its use may be given to and used by the Department of Housing and Urban Development (HUD) in administering and enforcing program rules and policies.

INFORMATION COVERED:

I understand that, depending on program policies and requirements, previous or current information regarding me or my household may be needed. Verification and inquiries that may be requested include but are not limited to.

- | | |
|-----------------------------------|------------------------------|
| Identity and Martial Status | Employment, Income, Assets |
| Medical and Child Care Allowances | Credit and Criminal Activity |
| Residences and Rental Activity | Urine Analysis Testing |

I understand that this authorization cannot be used to obtain any information about me that is not pertinent to my eligibility for and continued participation in a housing assistance program.

GROUP OR INDIVIDUALS THAT MAY BE ASKED:

The groups or individuals that may be asked to release the above information include but are not limited to:

- | | |
|--|-------------------------------|
| Previous Employer | Past and Present Employers |
| Welfare Agencies | Veterans Administration |
| Courts | Retirement Systems |
| Social Security Administration | State Unemployment Agencies |
| Medical and Child Care Providers | Schools and Colleges |
| Any Tribal Entity | Utilities Companies |
| Law Enforcement Agencies | Support and Alimony Providers |
| Central Drug and Alcohol Testing Program | |

SIGNATURES:

Every household member 18 years of age and older MUST sign. All signatures MUST be readable.

I understand that my treatment records, if any are protected under the federal and state confidentiality regulations (42 CFR, Part 2) and cannot be disclosed without my written consent unless otherwise provided for in the regulations. I understand that information disclosed by this authorization may be subject to redisclosure by the recipient and may no longer be protected by the Health Insurance Portability and Accountability Act (HIPAA, 45 CFR, Part 164.)

I also understand that I may revoke this consent at any time except to the extent that action has been taken in reliance on it. I further acknowledge that the information to be released has been fully explained to me and this consent is given of my own free will.

Notice of Redisclosure of Confidential Information

This notice accompanies a disclosure of information concerning a client in alcohol/drug treatment, made to you with the consent of such client. This information has been disclosed to you from records protected by federal confidentiality rules (42 CFR, Part 2). The federal rules may prohibit you from making any further disclosure of this information unless expressly permitted by the written consent to whom it pertains or as otherwise permitted by 42 CFR, part 2. A general authorization for the release of medical or other information is not sufficient for his purpose. The federal rules restrict any use of information to criminally investigate or prosecute any alcohol or drug abuse patient.

_____	_____	_____	_____
Date	Head of Household	Date	Spouse
_____	_____	_____	_____
Date	18 Years and Older	Date	18 Years and Older
_____	_____	_____	_____
Date	18 Years and Older	Date	18 Years and Older