



Ho-Chunk Housing & Community Development Agency
Where Compassion Meets Action!

Title: Rental Assistance Program	Effective Date: 01.01.26	Review Date: 02.10.11, 10.26.13, 12.30.25
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	Attachment:	Revision Number: 10
Board Signature: <i>Missy Redcloud</i>	Executive Director Signature: <i>[Signature]</i>	
Subject: Rental Assistance for low-income AIAN		Page 1 of 3

PURPOSE:

Ho-Chunk Housing & Community Development Agency, herein referred to as HHCDA, provides rental assistance to eligible households in select urban areas. The program assists low and moderate income AIAN households with the rental assistance.

SECTION 1: APPLICANTS ELIGIBILITY REQUIREMENTS

1. Head of household must be 18 years of age or older.
2. The applicant's annual income must not exceed low- and moderate – income limits set by HUD.
 - a. In determining eligibility, HHCDA will use the appropriate definition that is most advantageous for the family. The definitions are as follows:
 - (1) Annual Income as defined for HUD's Section 8 programs.
 - (2) Annual Income as reported under the Census long form.
 - (3) Adjusted gross income as defined for purposes of reporting under IRS form 1040.
3. The applicant must reside in the following counties but not limited to: La Crosse, Eau Claire, Madison, Green Bay, Milwaukee, Wisconsin and Twin Cities, Minnesota and Chicago, Illinois.
4. The applicant must be an enrolled member of a federally recognized tribe.
 - a. Preference will be given to Ho-Chunk enrolled Tribal members.

SECTION 2: APPLICATION PROCESS

The applicant must submit the following information:



1. Rental Assistance Program Application.
 - a. Must be completely filled with supporting documents.
 - i. Income verification and Identification
 1. Must provide a copy of income documents and
 2. Head of household's identification.
 - ii. Tribal membership document
 1. Head of household's Tribal ID or a Certificate of Indian Blood (CIB) from a federally recognized Tribe.
 - iii. Rental Agreement or Rental Lease
 1. Must provide a copy of the rental agreement or rental lease.
 - a. Name, address, and phone number landlord.
 - i. Landlord must complete and sign a W9 form to HHCDA

1. A written decision will be provided to the applicant within ten (10) working days for approval or denial.

SECTION 3: SELECTION CRITERIA

1. The policy of the Rental Assistance Program to make selections as outlined below:
 - a. Preference Criteria:
 - a. Ho-Chunk enrolled members
 - i. Elder & Handicapped Tribal member
 - ii. 18 & older Tribal member
 - b. Native American Tribal enrolled members.

SECTION 4: TERMS AND CONDITIONS

1. The Rental Assistance Program grant for rental assistance for 1 month's rent up to \$800.
 - a. The applicant may apply for the Rental Assistance Program once a year. Funds are granted as long as the funds are available.
 - b. This must be the primary resident for the applicant.
 - c. HHCDA tenants are not eligible for this program.
2. The grant is to assist low-income AIAN renters with assistance for one month's rental assistance.
 - a. The applicant must apply at their local housing authorities or counties and exhaust all other resources.
 - i. Provide denial documentation.
3. The grant funds will be sent directly to the landlord.
 - a. The landlord must complete a form for the security deposit payment.
4. If the recipient falsifies any part of their application or documents, the grant must be repaid back to HHCDA for the approved amount.
 - a. The recipient will not be eligible to participate in any of the HHCDA housing programs for 3 years.



- i. The grant will be administered by the Ho-Chunk Housing and Community Development Agency until the grant is repaid in full.
5. Upon recipient end of lease or lease termination, the security deposit will be refunded back to Ho-Chunk Housing & Community Development Agency.

SECTION 5: DEFINITION OF TERMS

1. Landlord: Person(s), not being a relative to applicant(s), with whom applicant(s) has an occupancy agreement or lease for rental of said property.
2. Elderly: Person(s) who are at least sixty (60) years of age or older.
3. Handicapped: Person(s) having a physical or mental impairment that (a) is expected to be of long-continued and indefinite duration, (b) substantially impedes his or her ability to live independently, and (c) is of such a nature that such ability could be improved by more suitable housing conditions.
4. Household: A person or more than 1 person who have a stable family-type relationship (including members who are temporarily absent) and whose income and resources are available for use in meeting the living expenses of the group.
5. Caregiver: a person who resides with the one or more elderly persons, near-elderly persons, or persons with disabilities, and who is essential to their care and well-being.
6. Guardian: a person who has the legal authority to make decisions on behalf of another individual. The definition is important for understanding eligibility for housing assistance programs, as HUD regulations often require that individuals who are minors or have disabilities must have guardianship to qualify for certain benefits.
7. Landlord: a person who rents an apartment to a tenant.