



ST. CLAIR COUNTY HOUSING AUTHORITY

1790 South 74th St., Belleville, IL 62223

Revised:
02/01/2010

WAITING-LIST UPDATE FORM

Please complete all sections of this form to update your application.

PLEASE PRINT

Name: (Head of Household)		Social Security Number:	
Street Address:		City, State ZIP:	
Home Phone #:	Cell Phone #:	Marital Status: Married Single Separated Divorced	

ACCOMMODATION REQUEST

NO	I am <u>not</u> requesting accommodations due to a disability.
YES	I am requesting accommodations due to a disability, as described below.
Requested Accommodation:	None Wheelchair Ground Floor Vision Hearing
Other	
Description of how requested accommodation relates to disability.	

FAMILY MEMBER INFORMATION

(List only persons who will live with you if you receive housing assistance.)

Member Number	Name	SS Number (Required)	Date of Birth	Sex	Relation to Head of Household	Monthly Income	Income source
1	Head of Household from above	From above					
2							
3							
4							
5							
6							
7							

PREFERENCE REQUEST

The waiting lists are organized first by preference points (if applicable to the program(s) for which you are applying), then by date and time of application. Using the preferences that apply, the applicants with the most preference points are placed at the top of the waiting list(s). When there is a tie in the number of preference points, date of application is used to determine waiting list order. Eligibility for preferences is determined as described in the Summary of Preferences page and is verified when an applicant is pulled from a waiting list for screening. Do you believe you qualify for the preference for:

Living or working in our jurisdiction?	Yes	No
Being employed, in school, a senior citizen or person with a disability?	Yes	No
Having excessive housing costs and/or subject to foreclosure?	Yes	No
Being a veteran or the survivor of a veteran?	Yes	No
Being a law enforcement official or certified teacher?	Yes	No
Being displaced by government action or a presidentially declared disaster?	Yes	No

Note: Eligibility for preferences will be verified at time of selection from the waiting list. Applicants who do not qualify for an assigned preference at time of screening will be returned to the waiting list.

Which of the following Housing Programs are you applying for?

A. The Section 8 Housing Choice Voucher Program? (A county-wide, tenant-based assistance program.) Yes No

B. One or more site-based locations noted below? Yes No

SITE-BASED APPLICATION PROCESSING

St. Clair County Housing Authority operates federally assisted housing in numerous locations. Please do not indicate sites you will not live in. Selection of extra sites will not increase your odds of being selected. Each site is a separate waiting list and is not affected by how many sites you sign-up for.

<u>Location</u>	<u>Code</u>	<u>Development</u>	<u>Eligible Household Type</u>	<u>Inc</u>	Do you want to be on the waiting list for <u>This location?</u>	
Alorton	AL	Hawthorne	Family	1	Yes	/ No
Belleville	B1	Bel-Plaza 1 (Church St.)	Senior Only	2	Yes	/ No
Belleville	B2	Bel-Plaza 2 (N. 47 th St.)	Senior Only	2	Yes	/ No
Belleville	BA	Amber Court	Senior Only	2	Yes	/ No
Belleville	Gwen Ct	Gwendolene Court	Elderly	2	Yes	/ No
Brooklyn	BR	Thomas Terry Apts.	Family	1	Yes	/ No
Brooklyn	Town Ct	Townhouse Court	Family	2	Yes	/ No
Centreville	CA	Adeline James Building	Senior Only	1	Yes	/ No
Centreville	CE	Ernest Smith Sr. Apts.	Family	1	Yes	/ No
Centreville	CP	Private Mathison Manor	Family	1	Yes	/ No
Dupo	DU	Bluffside Apts.	Family & Elderly	1	Yes	/ No
Lebanon	LE	Scattered Site	Family & Elderly	1	Yes	/ No
Lebanon	FHAC **	Cedar Ridge	Elderly	2	Yes	/ No
Lenzburg	LZ	Lakeview Apts.	Family & Elderly	2	Yes	/ No
Marissa	MA	Clayton Manor	Family & Elderly	1	Yes	/ No
Millstadt	MI	Scattered Sites	Family & Elderly	2	Yes	/ No
New Athens	NA	Becker Park	Family & Non-Senior disabled	2	Yes	/ No
New Athens	NA	Rickert Station	Senior Only	2	Yes	/ No
O'Fallon	OF	Jefferson Square	Family	1	Yes	/ No
Smithton	SM	Smithton Apts.	Family & Elderly	1	Yes	/ No
St. Libory	FHAL **	St. Libory Apts.	Family	2	Yes	/ No
Swansea	SW	Fullerton Road Apts.	Senior Only	2	Yes	/ No
Washington Park	WP	Scattered Sites	Family & Non-Senior Disabled	2	Yes	/ No

**** A separate application is required for these locations**

* The following definitions apply to household types:

- Family general occupancy
- Elderly occupancy limited to persons age 62 or older or under age 62 with a disability
- Senior occupancy limited to persons age 62 or older
- Near senior persons aged 55 to 61

¹ Properties that can be occupied by families with annual incomes at or below Low Income Limit. (80% of county median)

² Properties that can be occupied by families with annual incomes at or below Very Low Income Limit. (50% of county median)

WARNING

TITLE 18, SECTION 1001 OF THE U. S. CODE, STATES THAT A PERSON IS GUILTY OF A FELONY FOR KNOWINGLY AND WILLINGLY MAKING FALSE OR FRAUDULENT STATEMENTS TO ANY DEPARTMENT OR AGENCY OF THE U.S. OR THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

Please sign here: _____ Date: _____

Signature of Head of Household

SUMMARY OF WAITING LIST PREFERENCES

JURISDICTIONAL PREFERENCES (10 Points):

This preference is available to applicants who reside, are employed, or have a written offer for employment in SCCHA's legal jurisdiction, which is St. Clair County, excluding the City of East St. Louis. If the applicant is currently in a shelter located outside of SCCHA's jurisdiction, but can document eligibility for the jurisdictional preference based upon immediate prior residency, the applicant is entitled to jurisdiction preference for up to 12 months from the end of residency in SCCHA's jurisdiction.

Note: This preference applies to Section 8 HCVP and Public Housing

EMPLOYMENT / EDUCATION PREFERENCE (2 Points)

This preference is available to applicants where the head of household, spouse or co-head is employed and/or is actively enrolled as a full-time student at a qualifying institution of higher learning (as defined by HUD). This preference is also available to households where the head of household is a senior citizen or a person with a disability (as defined by HUD). To be eligible for this preference on the basis of employment the qualifying member must have worked a minimum average of 10 hours per week for a minimum period of three months.

Note: This preference applies to Section 8 HCVP and Public Housing

EXCESSIVE RENT BURDEN / FORECLOSURE (1 Point)

This preference is available to applicants who pay more than 30% of adjusted monthly income toward rent and utilities (using the Section 8 HCVP Utility Allowance Schedule for all tenant-paid utilities). The preference is also available to families who are losing their home due to foreclosure (either as a homebuyer or as a renter who has to move because of foreclosure action against the property owner). To receive this preference the applicant must be in an independent rental or homebuyer situation. The applicant's name must appear as the head of household, spouse or co-head on the lease agreement (or mortgage document) and / or occupancy permit, as applicable.

Note: This preference applies to Section 8 HCVP and Public Housing

VETERAN PREFERENCE (1 Point)

This preference is available to applicants where the head of household, spouse or co-head is a veteran or survivor of a veteran who actively served in a branch of the United States Armed Services. The term survivor includes the spouse or widow of a veteran (unless remarried). A person who served in the military that was dishonorably discharged is not eligible for the veteran's preference.

Note: This preference applies to Section 8 HCVP and Public Housing

LAW ENFORCEMENT / TEACHER PREFERENCE (6 Points)

This preference is available to applicants where the head of household, spouse or co-head is an active member of law enforcement or is working as certified teacher.

Note: This preference applies only to the Public Housing Program

DISPLACEMENT / DISASTER PREFERENCE (5 Points)

This preference is available to applicants:

A) displaced by government action or a presidentially declared disaster

Note: This preference applies to Townhouse Court and Gwendolene Court

B) impacted by a recognized disaster that occurs within SCCHA's jurisdictional boundaries as designated by SCCHA's Executive Director.

Note: This preference applies only to the Public Housing Program

It should be noted again that all assistance is granted through the waiting list process.

Emergency housing is not available through this office by regulation.

PUBLIC HOUSING DEVELOPMENT DESCRIPTION

UPDATED: May 16, 2008

LOCATION	ELIGIBLE HOUSEHOLDS	UNIT COUNT – BY BEDROOM SIZE					AVERAGE ANNUAL TURNOVER	CURRENT WAIT LIST					TOTALS	ESTIMATE WAITING PERIODS	PUBLIC TRANSPORTATION	EXTENT OF AMENITIES**	
		0	1	2	3	4		5	1	2	3	4					5
ALORTON - 11	Family/Elderly		6	16	11	11		14%	912	751	307	9		1979	2 years +	ACCESSIBLE	VERY LIMITED
BROOKLYN - 1,9,12	Family/Elderly		28	66	48	12	4	13%	465	317	26	37	7	852	2 years +	ACCESSIBLE	VERY LIMITED
BELLEVILLE																	
Amber Court - 27	Senior Only		60	4				8%	144	7				151	Less than 12 Months	ACCESSIBLE	FULL RANGE
Bel-Plaza I (Church Street) - 16	Senior Only		48					15%	93					93	Less than 12 Months	ACCESSIBLE	FULL RANGE
Bel-Plaza II (N. 47 th Street) - 61	Senior Only		38					26%	101					101	Less than 12 Months	ACCESSIBLE	FULL RANGE
CENTREVILLE																	
Adeline James - 6	Senior Only		31	1				35%	22					22	Less than 6 Months	ACCESSIBLE	VERY LIMITED
Ernest Smith Sr. - 6,8,20	Family/Elderly		28	46	95	8	8	17%	993	850	211	59	6	2119	1 year +	ACCESSIBLE	VERY LIMITED
Private Mathison - 10,60,80	Family/Elderly		17	111	74	11		15%	1036	895	271	56		2258	1 year +	ACCESSIBLE	VERY LIMITED
DUPO - 3	Family/Elderly	4	2	6	6	2	20	25%	74	717	332	56		1179	2 years +	NONE	LIMITED RANGE
LEBANON - 14	Family/Elderly		4	12	8			17%	359	652	386	25		1422	2 years +	ACCESSIBLE	LIMITED RANGE
LENZBURG - 19,28	Family/Elderly		4	8	4			13%	135	265	129			529	1 year +	NONE	NONE
MARISSA - 2,7	Family/Elderly		14	10	4	2		23%	12	132	105	10		259	1 year +	NONE	LIMITED RANGE
MILLSTADT									51	724	369			1144			
Scattered Sites - 22	Senior Only		12					18%							1 year +	NONE	LIMITED
Pine Street - 22	Family			4	2			18%							3 years +	NONE	LIMITED
NEW ATHENS									37	177				218			
Phillips Street - 13	Family/Disabled		4	12	16			31%							Less than 12 Months	NONE	LIMITED
South Clinton - 21	Senior Only		16					25%							Less than 12 Months	NONE	LIMITED
O'FALLON - 24	Family			20				15%		1642				1642	2 years +	ACCESSIBLE	FULL RANGE
SMITHTON - 5	Family/Elderly		6		2	2	10	30%	17		276	7			2 years +	NONE	LIMITED RANGE
SWANSEA - 18	Senior Only		16					6%	146					146	2 years +	VERY ACCESSIBLE	FULL RANGE
WASHINGTON PARK - 17	Family/Elderly		20	12		32		28%	241	484					1 year +	ACCESSIBLE	LIMITED RANGE
									4838	7618	2412	259	13	15140			

NOTES: SENIORS = PERSONS AGE 62 OR OVER; ELDERLY = PERSONS AGE 62 OR OVER OR DISABLED.

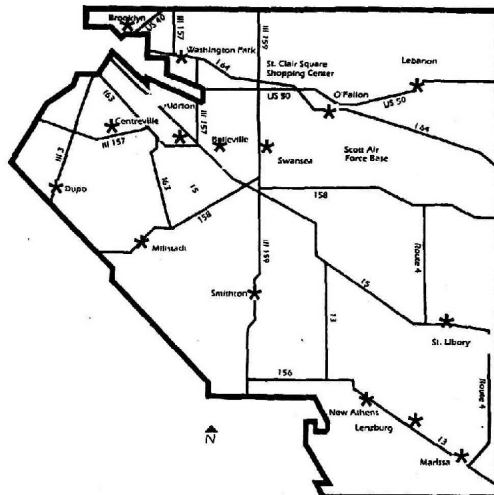
*BASED ON APPLICANTS WITH 13 PREFERENCE POINTS OR MORE

**AMENITIES DESCRIBE THE AVAILABILITY OF FULL-SERVICE GROCERY STORE, CONVENIENT STORE, GAS STATION, PHARMACY, FAST FOOD, VIDEO RENTAL, MEDICAL SERVICES, ETC.

SITE BASED APPLICATION PROCESSING

St. Clair County Housing Authority operates Public Housing in numerous locations

Location	Directions from Central Office
Alorton (Hawthorne Terrace)	Rt 15 to Pocket Rd. to Old Missouri Ave.- Right on Old Missouri ½ mile to Mousette (50 th St.) Complex is on the left.
Brooklyn	Route 3 North past the old Stockyards. Right on Canal St.- Four blocks to 6 th St. Make a right. You will drive into the Thomas/Terry Complex.
Belleville – Amber Court	Royal Heights Rd. to South Park Dr.- follow to N. 41 st St. Turn left go 2 blocks Amber Ct. is on the right hand side.
Belleville – Bel-Plaza I (Church St)	Rt. 159 into downtown Belleville. East onto E. Washington. Intersection of S. Church & E. Washington.
Belleville – Bel-Plaza II (47 th St.)	West Main at North Belt West - North on 47 th 2 blocks - on left
Centreville – Adeline James Bldg.	From Bond Ave. turn on S. 47 th St., 2 nd Block on the left.
Centreville – Ernest Smith Sr.	Same as above for Adeline James Building- go straight on 47 th St.
Centreville – Pvt. Mathison Manor	Rt. 13,163 & 157 intersection, go west on Rt. 163 for ½ block. Turn left on Clarita Ave. One block & you will drive into the Pvt. Mathison Manor complex.
Dupo	Rt. 3 & turn on Godin St. 1 block to 2 nd St. Family units on 2 nd St. between Godin & Dryoff. Elderly units on the corner of Godin and 2 nd St.
Lebanon	From Rt. 50. Make right on Union St. Go to 3 rd ST. Make a right. Go down 4 blocks to Plum. Make a right, road dead-ends- apts to the right.
Lenzburg	South on Rt. 13. Once in Lenzberg, make a right on Main St. Go over railroad tracks, continue for 3 block, turn left onto Lake Dr.
Marissa	South on Rt. 13. Once in town make a left on 8 th St, go down 2 blocks east. See sign Clayton Manor Complex.
Millstadt	(Eld) Route 158 West into town. At 4 way stop (158 & 163) turn left on S. Jefferson. Go 4 blocks and turn right on W. Oak. Apts on right. (Family) Urbana Rd. to Pine.
New Athens	FAMILY UNITS: South on Rt. 13 over Kaskaskia River Bridge. Turn left off Rt. 13 onto New Baldwin Rd. Go 2 blocks- turn left on Phillips St. Complex 1 block on the right hand side. SENIOR UNITS: Rt. 13 –make a right on Van Buren St. Go 1 block- turn right onto Spotsylvania St. Turn right on South Clinton. Rickert Station is 1 block down on the right.
O’Fallon	Rt. 50 into O’Fallon. Turn right on North Smiley. At the intersection of Smiley & State –make a right on State St. Go 2 blocks-turn left on Lee St. Follow Lee. At intersection of Jefferson- turn right. Complex on the right.
Smithton	Rt. 159 into Smithton. Once in town make a right on Melinda. Turn left on Lincoln. Continue on Lincoln for ½ block.
Swansea	Rt. 159 to Fullerton Rd.(next to Schnucks Plaza). Turn onto Fullerton Rd. & turn left onto Fullerton Ct. Complex on the right hand side.
Washington Park	Apartments located in different areas - ask a staff person for details.



Supplemental and Optional Contact Information for HUD-Assisted Housing Applicants

SUPPLEMENT TO APPLICATION FOR FEDERALLY ASSISTED HOUSING
This form is to be provided to each applicant for federally assisted housing

Instructions: Optional Contact Person or Organization: You have the right by law to include as part of your application for housing, the name, address, telephone number, and other relevant information of a family member, friend, or social, health, advocacy, or other organization. This contact information is for the purpose of identifying a person or organization that may be able to help in resolving any issues that may arise during your tenancy or to assist in providing any special care or services you may require. You may update, remove, or change the information you provide on this form at any time. You are not required to provide this contact information, but if you choose to do so, please include the relevant information on this form.

Applicant Name:	
Mailing Address:	
Telephone No:	Cell Phone No:
Name of Additional Contact Person or Organization:	
Address:	
Telephone No:	Cell Phone No:
E-Mail Address (if applicable):	
Relationship to Applicant:	
Reason for Contact: (Check all that apply)	
<input type="checkbox"/> Emergency	<input type="checkbox"/> Assist with Recertification Process
<input type="checkbox"/> Unable to contact you	<input type="checkbox"/> Change in lease terms
<input type="checkbox"/> Termination of rental assistance	<input type="checkbox"/> Change in house rules
<input type="checkbox"/> Eviction from unit	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Late payment of rent	
Commitment of Housing Authority or Owner: If you are approved for housing, this information will be kept as part of your tenant file. If issues arise during your tenancy or if you require any services or special care, we may contact the person or organization you listed to assist in resolving the issues or in providing any services or special care to you.	
Confidentiality Statement: The information provided on this form is confidential and will not be disclosed to anyone except as permitted by the applicant or applicable law.	
Legal Notification: Section 644 of the Housing and Community Development Act of 1992 (Public Law 102-550, approved October 28, 1992) requires each applicant for federally assisted housing to be offered the option of providing information regarding an additional contact person or organization. By accepting the applicant's application, the housing provider agrees to comply with the non-discrimination and equal opportunity requirements of 24 CFR section 5.105, including the prohibitions on discrimination in admission to or participation in federally assisted housing programs on the basis of race, color, religion, national origin, sex, disability, and familial status under the Fair Housing Act, and the prohibition on age discrimination under the Age Discrimination Act of 1975.	

Check this box if you choose not to provide the contact information.

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Signature of Applicant

Date

The information collection requirements contained in this form were submitted to the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). The public reporting burden is estimated at 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Section 644 of the Housing and Community Development Act of 1992 (42 U.S.C. 13604) imposed on HUD the obligation to require housing providers participating in HUD's assisted housing programs to provide any individual or family applying for occupancy in HUD-assisted housing with the option to include in the application for occupancy the name, address, telephone number, and other relevant information of a family member, friend, or person associated with a social, health, advocacy, or similar organization. The objective of providing such information is to facilitate contact by the housing provider with the person or organization identified by the tenant to assist in providing any delivery of services or special care to the tenant and assist with resolving any tenancy issues arising during the tenancy of such tenant. This supplemental application information is to be maintained by the housing provider and maintained as confidential information. Providing the information is basic to the operations of the HUD Assisted-Housing Program and is voluntary. It supports statutory requirements and program and management controls that prevent fraud, waste and mismanagement. In accordance with the Paperwork Reduction Act, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information, unless the collection displays a currently valid OMB control number.

Privacy Statement: Public Law 102-550, authorizes the Department of Housing and Urban Development (HUD) to collect all the information (except the Social Security Number (SSN)) which will be used by HUD to protect disbursement data from fraudulent actions.