

**Summary of Occupancy Criteria and Tenant Selection Plan for
Faubourg Lafitte for Project Based Section 8, Tax Credit Only
and Market Rate Units**

For Criminal Background screening standards for public housing
units please see separate policy

ELIGIBILITY CRITERIA

1. Income. Based on total household size, applicants must not exceed maximum income limits given by the (IRS Requirement)
2. Students. Applicants whose entire household are full time students and do not meet one of the four exemptions. (IRS Requirement)

Exemptions Include:

- a) Married spouses that file a joint federal income tax return. A copy of the joint federal tax return must be included in the applicant's file;
- b) A household consisting of a single parent (with custody) and a school age child or children, both of whom are claimed as a dependant on another tax return
- c) A household receiving assistance under Title IV of the Social Security Act;(needy families with children assistance)
- d) A household receiving Aid to Families with Dependent Children; or (TANF)
- e) A member of the household enrolled in and receiving assistance under the Job Training Partnership Act or similar governmental job training program. (verifiable source)

OCCUPANCY STANDARDS

1. No more than two people will be allowed per bedroom.

APPLICANT SCREENING AND REJECTION CRITERIA

The criteria listed below applies to all adult (over 18) members of an applicant household.

If an applicant household is rejected for any of the reasons below, they will have the right to meet with the property manager and appeal that rejection and any of the reasons used as a basis for that rejection.

Potential reasons for rejection are listed below:

- a) The household annual income exceeds the applicable Tax Credit Income Limit. (refer to attachment)
- b) All members of the household can't be full-time students if none of the four exemptions are met.
- c) Poor credit history, which is indicated by:
 - 1) Monies owed to electric companies
 - 2) Civil judgments/tax liens
 - 3) Past due monies to landlords/Section 8
 - 4) Overdue balances that are being addressed through a repayment plan will not be a basis for denial
- d) Poor landlord reference
- e) Are unable to secure utilities in head of household's name
- f) Poor housekeeping which would be indicated by a previous Landlord
- g) A police record, which would be indicated by the following:
 - 1) More than one felony drug related arrest within the past five years.

- 2) Any arrest for assault and/or battery within the past five years.
- 3) Arrests that result in charges being dropped or an acquittal will not be used as the basis for a denial.
- 4) Any felony conviction within a 5 year period.
- h) If any household member is currently engaging in illegal use of drugs.
- i) If management believes that a household member's illegal use of drugs or pattern of illegal use demonstrated by failing treatment programs may cause harm to another resident.
- j) If any household member is a registered sex offender under a State sex offender registration program.
- k) Abuse or pattern of abuse of alcohol such as showing up to interviews intoxicated, which may lead to interfering with the right to peaceful enjoyment of the premises by other residents.
- l) Any indication that the applicant will not be able to upkeep the unit or control dependents so as to disturb the property or other residents.
- m) A personal interview that indicates an unstable or potentially hazardous relationship between the applicant household and other residents.
- n) A personal interview that revealed an applicant may be unable to control their anger and therefore will be a potential threat to their neighbors.