

Date of Application: _____

Jasper County Public Housing Agency (JCPHA) is administered by Economic Security Corporation of SW Area (ESC), A Community Action Agency
Notice to Potential Participants

******Please retain this page******

IF YOU NEED HELP PLEASE ASK.

Any blanks left on this application will be considered an incomplete application. Incomplete applications will not be entered into the Housing Choice Voucher program's waiting list.

Thank you for your interest in the Housing Choice Voucher (HCV) program. The average wait is 18 to 24 months. This program is funded through the U.S. Department of Urban and Housing Development (HUD).

Your application will be placed on the waiting list according to the date it was received. There are two local preferences, Priority 1: Federally Declared Disaster Areas, Priority 2: Residential priority (those living in Jasper {not including the City Limits of Joplin}, Barton, Newton and McDonald Counties). In addition, the Economic Security Corporation does have other types of rental assistance & homeless services that could assist you. Please request to see an outreach worker at any of ESC's outreach office locations.

The JCPHA's jurisdiction includes Barton, Jasper, Newton and McDonald County and **does not** include the area inside the City Limits of Joplin. Regardless of where a person is residing, anyone may apply with JCPHA; however, potential applicants living within our residential priority will be served **first**. If you currently reside within the City Limits of Joplin, we suggest you also apply with the City of Joplin's Public Housing Agency, please call: 417-624-4514.

****REQUIRED DOCUMENTATION THAT MUST BE ATTACHED TO YOUR APPLICATION****

1. Current photo Id for each household member 18 years and older
2. Copy of Social Security Card for each household member
3. Current proof of physical address. (utility bill, Photo ID or pay check stub)

CHANGES WITH YOUR APPLICATION:

To update your application and to keep correspondence coming to your home, **you must notify the JCPHA of any change to your mailing address in writing.** Please contact us at 781-0352 and ask for Housing. If we do not receive this information, this can cause your application to be removed from the HCV's waiting list. **Each year in October** we update the waiting list, **ALL applicants** must complete an updated application and return it to the JCPHA, if we fail to receive the updated application your name will be removed from the waiting list, which means you will need to re-apply to the JCPHA if you are still interested in the HCV program. You will receive an *acknowledgement letter* stating your updated application has been received.

Things You Should Know When Making An Application for the U.S. Department of Housing and Urban Development's Housing Choice Voucher (HCV) Program

Don't risk your chances for Federally assisted housing by providing false, incomplete or inaccurate information on your application forms.

1. Completing The Application: When you answer application questions, you must include the following information:

Income:

- All sources of income you or any household member may receive (wages, cash assistance, alimony, social security, pension, etc.)
- Any income you receive on behalf of your child(ren) (child support, social security for children, death benefits, etc.)
- Income from assets (interest from a savings account, credit union, or certificate of deposit (CD), dividends from stock, annuities, life insurance, rental property owned, etc.);
- Earnings from a second job or part-time employment;
- Any anticipated income (such as a bonus or pay raise you expect to receive)

Assets:

- All bank accounts, savings bonds, certificates of deposit, stocks, real estate, etc., that are owned by you and/or any other adult member of your family's household who will be living with you.
- Any business or asset you sold in the last 2 years for less than its full value, such as your home or car to another person or organization.
- The names of all of the persons (adults and children) who will actually be living with you, whether or not they are related to you.

2. Signing the Application is required by both the Head of Household and the Co-head/spouse.

- Do not sign any form unless you have read and understand it, be sure everything is complete and accurate on the application.
- When you sign the application and certification forms, you are stating this information is complete to the best of your knowledge and belief. If you sign a form knowing that it contains false or misleading information this is considered fraud and you would not be eligible for the HCV assistance.
- Information you give on your application will be verified by the JCPHA. In addition, HUD's Earned Income Verification (EIV) computer system will be matching the information that you are providing to us with various Federal, State or private agencies to verify that is correct.

3. If you have left any PHA owing money or left a PIH program under negative circumstances your application will not be accepted until the issue is resolved. Each member of the household will be checked in a national repository.

4. You will receive an acknowledgement letter stating that you are now active on the waiting list.

5. Once you are selected from the waiting list you will need to bring the following documents with you to your appointment:

- Birth Certificates
- Proof of Income (pay stubs)
- 6 months of Checking Account Information
- Asset information
- You will have to bring original Social Security cards and/or other documentation to appointment.

If you have any questions, please contact us at 417-781-0352.

If you don't know all of your application information, please take your application home with you to complete and mail, return or fax it to:

JCPHA, P.O. Box 207, Joplin, MO 64801

or Fax: (417) 781-1234

PART V: ANNUAL INCOME

Examples (Wages, TA, SSI, Social Security, Child Support, Cash Income)

Household Member	Type (s) of Income (i.e., wages, SSI, etc.)	Amount per: Hour or Monthly (Circle one)	ANNUAL INCOME Office Use Only	
			CURRENT	ANTICIPATED
TOTAL ANNUAL INCOME				

EMPLOYMENT INFORMATION:

Name of Employer	Employer Contact person	Mailing address	City	State, Zip	Phone Number	Fax Number (required)	# of Hours

Does anyone in household pay childcare to work or go to school? _____
 Amount per week? _____

If paying child care costs, you must provide child care provider's information:

Child Care Provider's Name: _____

Mailing Address _____

City, State, Zip _____

Phone #: _____

Fax #: _____

VI. OTHER REQUIRED ITEMS, PLEASE ANSWER THE FOLLOWING:

1. Do you now or have you lived in any U.S Federal Subsidized housing? Yes or No
 If yes, name of Housing Authority (City/State): _____ Phone #: _____

2. Have you ever been convicted of a felony? No or Yes If yes, how long ago: _____ (Date/Year)

3. Have you ever been convicted of a sex crime? No or Yes If yes, how long ago: _____ (Date/Year)

4. Current landlord's name: _____

Landlord's Phone number: _____

5. I am currently a County resident of : (please circle one) Jasper Cty Barton Cty McDonald Cty Newton Cty
 Other: _____ (list County and State)

6. Are you a citizen of the United States? Yes or No

I/We certify that the information given to the Jasper County Public Housing Authority (JCPHA) is accurate and complete to the best of my knowledge and belief. I/We understand that false statements of information are punishable under Federal Law. I/We also understand that false statements or information are grounds for termination of Section 8 Housing Choice Voucher (HCV) benefits and termination of tenancy.

Head of Household Signature: _____ Date: _____

Spouse or Co-Head Signature: _____ Date: _____