

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING is made on the ____ day of January, 2009,

BETWEEN

HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY
286 Kelley Street
Harrisonburg, VA 22802

AND

HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT
110 North Mason Street
Harrisonburg, VA 22802

The parties agree as follows:

I. Goals of Partnership (FUP):

- A. To ensure that rental assistance payments help families who are involved with the child welfare system to find affordable and decent housing in a safe and supportive environment; and
- B. To ensure that children who remain with, or who are reunited with, their families are safe and secure and not subject to neglect as a result of homelessness or inadequate housing.

II. Goals of Partnership (Family Centered):

- A. Empowering families to resolve their own problems, to effectively utilize service systems, and to advocate for their children with schools, public and private agencies, and other community institutions;
- B. Initiating and sustaining methods to identify family problems as early as possible and engaging families in a change process to remedy these problems;
- C. Involving the community in identifying local services, expanding those services, and when necessary, advocating for new service programs; and

- D. Preventing child abuse and neglect and the unnecessary separation of children from their families.

III. Partnership Standards for Success:

- A. At least 90% of children threatened with separation from, or reunited with, their families remain together in their subsidized unit for six months;
- B. After (re)unification, at least 75% of the children threatened with separation from, or reunited with, their families remain together in their subsidized unit for one year.
- C. Two years after their families move into FUP Section 8 subsidized units, at least 65% of the children threatened with separation from their families, or families reunified, remain together whether or not they continue living in subsidized housing.

IV. Harrisonburg Redevelopment and Housing Authority Duties:

- A. To determine whether the families referred by HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT are eligible for Section 8 housing (*HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY does not re-determine eligibility for FUP*);
- B. To administer the Section 8 waiting list: by identifying listed families that may be eligible for FUP and referring their names to HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT for a determination of whether they meet eligibility requirements. If the waiting list is *open*, FUP eligible families should be added to the list and coded as FUP eligible (if no FUP vouchers are available). If the regular Section 8 waiting list is *closed*, the list will be reopened for FUP families only. Their names will then be added to this list and coded for FUP (assuming no FUP vouchers are available);
- C. To process and distribute housing subsidies to families identified by HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT as FUP eligible;
- D. To reissue FUP Section 8 vouchers (for a period of up to five years after the issuance of the voucher) to FUP qualified families in the event such assistance becomes available (i.e., another family ends/loses its FUP participation);

- E. To expedite the process for third party verification of a family's income and eligibility to the maximum extent possible (i.e., completing the third party verification while the family begins searching for a unit and using oral verification when possible);
- F. To provide briefing sessions for FUP tenants, covering topics such as: the application and apartment leasing process, apartment search techniques, lease negotiations, housing discrimination, housing quality standards, tenants' rights and responsibilities
- G. To update administrative and equal opportunity plans when necessary; and,
- H. To maintain FUP data for future program evaluation.

V. Harrisonburg Rockingham Social Services District Duties:

- A. To establish and implement a system to identify eligible families within the agency's caseload for referral to HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY and to review referrals from HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY (from their Section 8 waiting list) for eligibility. HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT is responsible for certifying eligibility of families for FUP;
- B. To develop procedures for referring FUP eligible families to HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY, refer families in the order in which they should be served, and provide written certification to HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY that families qualify for FUP;
- C. To commit a sufficient number of staff to ensure that eligible families are identified and the certification process is completed in a timely manner;
- D. To provide supportive services to families throughout the rental application and lease-up process, and follow-up services for a minimum of one year following lease-up for families with a child at risk of separation, 6 months for families after reunification and up to 12 months prior to reunification, and 18 months for youths leaving federal IV-E foster care as long as they comply with the program requirements; and
- E. To maintain relevant data and provide written information as requested for program evaluation.

- F. To streamline a variety of informal housing services provided to families (for example, referrals/searches and deposit assistance programs) into the development of FUP procedures.

VI. Duties of Parties Regarding Service Plans for FUP Participants:

- A. For each certified family with a child or children at imminent risk of placement in out-of-home care, HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will include within the family's existing service plan, or as a separate service plan, housing services and supportive services as needed. The family shall participate in the development and implementation of the service plan, but failure to participate will not jeopardize the Section 8 subsidy.
- B. For each family with a child or children in out-of-home care, HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT shall include, within the existing service plan or as a separate plan, the anticipated date of the child or children's return to the parent and a list of the housing and supportive services needed to facilitate that return. The family shall participate in the development and implementation of the service plan, but failure to participate will not jeopardize the Section 8 subsidy.
- C. Upon placement of the family in housing through FUP, HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT shall assist the family in identifying ongoing service needs and shall ensure that family members have been referred to community resources that can assist the family in meeting those needs. HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will address such issues as: services to help parents meet the basic care needs of the child(ren); the healthy and appropriate development of the child(ren); maximizing safety within the home (including issues of domestic violence); and services to enhance economic and social self-sufficiency.
- D. Families will be informed of HUD's Family Self-Sufficiency program (FSS) and will be asked to participate in FSS if space and resources are available.
- E. HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will, when appropriate (ex., when issuing FUP vouchers to FUP-eligible youths), provide:

1. Basic life skills information/counseling on money management, use of credit, housekeeping, proper nutrition/meal preparation, and access to health care (e.g., doctors, medication, and mental and behavioral health services).
2. Counseling on compliance with rental lease requirements and program participant requirements, including assistance/referrals for assistance on security deposits, utility hook-up fees, and utility deposits.
3. Such assurances to owners of rental property as are reasonable and necessary to assist a Family Unification Program eligible youth to rent a unit with a FUP voucher.
4. Job preparation and counseling (ex., where to look/how to apply, dress, grooming, relationships with supervisory personnel, etc.).
5. Educational and career advancement counseling regarding attaining G.E.D. or high school diploma, financing of education at technical school, trade school or college; including successful work ethic and attitude models.
6. Participation of FUP-eligible youths in the assessment of each youth's needs and implementation of a plan to address their needs, including the development of an individual case plan on each youth for services to be received and the youth's commitment to the plan. The youth will be required to sign a service plan agreeing to attend counseling/training sessions and to take other actions deemed necessary and appropriate to the youth's successful transition from foster care.

VII. Resources and Services:

- A. **Community Resources:** The HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT case manager will be responsible for the delivery of services as outlined in the family's Service Plan. These services may include, but will not be limited to direct provision or referral to: case management/counseling; child care; adult education; parenting skill training; job development and training; mental and physical health care; substance abuse testing and treatment; and family advocacy.
- B. **Housing and Financial Assistance:** HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT and HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY will jointly prepare and implement, where feasible, an emergency services plan for new FUP

families that may include, but will not be limited to the following: housing search and financial assistance (such as moving expenses, security deposits, rental/utility arrearage payments and emergency health, welfare and legal services).

C. Family Unification Program Project Steering Committee: HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY and HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will jointly establish and staff a community-based Family Unification Program Project Steering Committee (PSC). The Project Steering Committee will meet regularly to:

1. Review reports on program utilization, family service needs and project evaluation. HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY and HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will designate staff as FUP liaisons between the two agencies and the cooperating service network.

2. Recommend service program changes or additions to meet the needs of FUP families.

3. Utilize each respective agency's advisory groups, comprised of public and private agencies involved in child and family services and other organizations or persons as deemed appropriate, to provide additional consultation and community involvement.

D. Coordination of FUP with Other HUD and HHS-funded Programs: HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY and HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will coordinate FUP service programs with HHS funded programs (TANF) and other housing programs (i.e., HUD's Family Self-Sufficiency program) to maximize the resources available to FUP families.

E. Cross Training of HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY and HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT Staff: HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY will offer training to designated HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT staff regarding Section 8 Program application procedures and eligibility requirements. HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT case managers will attend these briefings as part of their client support. HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will offer training to HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY staff, describing HARRISONBURG ROCKINGHAM SOCIAL

SERVICES DISTRICT mandates and procedures regarding family preservation, family unification and TANF. Training topics will include but

not be limited to interagency referrals, certification of eligible families, and timely provision of services.

- F. **HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT and HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY Reporting on FUP Families and Youth:** Both HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY and HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will maintain and update statistical reports on families in FUP. This data will be made available to the Project Steering Committee, HUD or HHS, CWLA and any official HUD evaluation. The reports will include demographic data, family service needs, service utilization information and unification experience. HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY will prepare reports based on each family's initial Section 8 occupancy and will provide follow-up reports at three-month intervals for at least two years.
- G. **Employment Services:** HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY and HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will work together to ensure FUP families are informed of employment training and programs and other resources as requested.

Signed:

HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY

Name: Michael G. Wong
Position: Executive Director
Date: January _____, 2009

HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT

Name: Donald D. Driver, Jr.
Position: Director
Date: January _____, 2009

Appendix A

OUTREACH AND REFERRAL EFFORTS FOR SELECTION OF FAMILY UNIFICATION PROGRAM PARTICIPANTS

The HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY will use FORM "E" to identify potential FUP participants from their existing and new Section 8 applicants. The HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will use FORM "B" to refer families to participate in the Family Unification Program.

The HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY will send the "release of information" from FORM "E" for each referred family that they include in FORM "B."

- a. FORM "B" will be returned from the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT with verification of each family's status. Families verified to fit all FUP criteria will be placed on a Family Unification Program eligibility list and will have a coded entry next to their name on the Section 8 waiting list.
- b. Those families deemed INELIGIBLE by the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT on FORM "B" will be notified by the public housing agency in writing that their application to participate in the Family Unification Program has been denied on grounds of program eligibility, while their position on the Section 8 waiting list is unaffected.
- c. The HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY will review the files of all families referred to them from the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT on FORM "A." The status of each family will be recorded and the original FORM "A" will be returned to the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT. Those families already on the Section 8 waiting list will have a coded entry placed next to their name.
- d. Families who are eligible for housing but not currently on the waiting list will be called to the HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY office and placed on the Section 8 list with a coded entry. The status of all families approved by the HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY will be documented to the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT on FORM "C."
- e. Families determined to be ineligible will be notified in writing by the HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY that they

do not qualify for Section 8 housing (under public housing agency criteria) and therefore cannot participate in the FUP. This notification will also inform the

family of its right to appeal the decision, as set forth in the Agency Administrative Plan. The HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY is responsible for defending its decisions regarding the family's programmatic eligibility for Section 8 rental vouchers. Section 8 informal housing review procedures will be followed.

The parties to this Memorandum of Understanding agree that each agency screens for its own program eligibility requirements and notifies potential FUP participants of their determination if found to be ineligible.

Appendix B

HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT OUTREACH AND REFERRAL EFFORTS FOR THE FAMILY UNIFICATION PROGRAM AMONG ALL FAMILIES SERVED BY THAT AGENCY

- a. The HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will review all existing and in-coming child welfare families. Caseworkers will use FORM "D" to reach-out to these families either at their in-take sessions or their regular meetings. All families who meet child welfare criteria (imminent risk of placement or delay in reunification because of inadequate housing) will be referred to the HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY for Section 8 verification on FORM "A." The "release of information" (part of FORM "D") will be included for each family listed on FORM "A."
- b. The HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY will return FORM "A", indicating the status of each family, to the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT. Families deemed eligible by the HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY will be added to the Section 8 waiting list (if necessary) with a coded entry. Documentation of the status of these families will be sent to the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT on FORM "C."
- c. Families (from FORM "A") determined to be ineligible will be notified in writing by the HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY that they do not qualify for Section 8 housing (under public housing agency criteria) and therefore cannot participate in the FUP. This notification will also inform the family of its right to appeal the decision, as set forth in the agency's administrative plan. The HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY is responsible for defending its decisions regarding the family's programmatic eligibility for Section 8 rental vouchers. Section 8 informal housing review procedures will be followed.
- d. Families referred to the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT from the HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY on FORM "B" will be reviewed for child welfare criteria. The status of each family will be recorded and the original FORM "B" will be returned to the HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY. Families that meet all FUP requirements will be placed on the FUP list and their status will be documented to the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT on FORM "C."
- e. Families (from FORM "B") deemed INELIGIBLE by the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will be notified in writing by the

HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY that their application to participate in the Family Unification Program has been denied on grounds of program eligibility, while their position on the Section 8 waiting list is unaffected.

The parties to this Memorandum of Understanding agree that each agency screens for it's own program eligibility requirements and notifies potential FUP participants of their determination if found to be ineligible.

REFERRAL LETTER FROM THE CHILD WELFARE AGENCY
TO PUBLIC HOUSING AGENCY
FORM "A"

DATE:

TO: HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY

FROM: HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT

Please see the attached forms. We are referring these families to you from our active caseloads. Note the attached release of information form for each family. They have each been determined to fulfill the child welfare criteria for the Family Unification Program. Please verify whether they are currently on the Section 8 waiting list, whether they are eligible to be placed on the list, or if they are ineligible for Section 8 housing. Please add the eligible families to the Section 8 waiting lists. Check the appropriate column, make a copy of the list for your files and return the original form to HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT.

Please send HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT the form of confirmation (FORM "C") for each family that is granted a Section 8 voucher through the Family Unification Program.

If you have any questions about this process please call, _____
at HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT.

Questions about particular families should be directed to their caseworker as noted on the form.

Thank You

**HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT
 ELIGIBLE FAMILIES FOR FAMILY UNIFICATION PROGRAM (FORM "A")**

Name Address, Phone Contact Social Security Number Case Worker: Name & Number	Family currently on Section 8 waiting list	Family eligible & will be placed on Section 8 list	Family NOT eligible for Section 8
1			
2			
3			
4			
5			
6			

REFERRAL FROM PUBLIC HOUSING AGENCY
 TO CHILD WELFARE AGENCY

FORM "B"

DATE:

TO: HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT

FROM: HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY

Please see the attached list of families (FORM "B") and their release of information forms. We are referring these families for possible participation in the Family Unification Program. Each of these families is currently on the Section 8 waiting list. Please verify whether they are among your open cases and whether they qualify for the Family Unification Program under child welfare criteria. Please check the appropriate column, make a copy of the form for your records, and return this form to HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY. Families on this list that are verified by you will be granted a slot in the Family Unification Program.

A form of confirmation (FORM "C") will be sent for each family that is issued a Section 8 voucher through this program. If you have any questions about this process please call _____ at HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY. Questions concerning individual families should be directed to the caseworker indicated on the form.

Thank You.

**FAMILIES FROM HARRISONBURG REDEVELOPMENT AND HOUSING
 AUTHORITY (HRHA): ON SECTION 8 LIST (FORM "B")**

NAME ADDRESS, PHONE CONTACT SOCIAL SECURITY # CASE WORKER: NAME & NUMBER	Family at imminent risk of separation by housing	Family being kept apart by housing	Family NOT an active case with HRSSD*
1			
2			
3			
4			
5			
6			

*HRSSD = Harrisonburg Rockingham Social Services District

NOTIFICATION OF FAMILY UNIFICATION PROGRAM PARTICIPATION
FORM "C"

TO: HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT

FROM: HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY

RE: CONFIRMATION OF A REFERRED FAMILY'S PARTICIPATION

HEAD OF HOUSEHOLD NAME: _____

CURRENT ADDRESS: _____

PHONE CONTACT: _____

DATE FAMILY PLACED ON FUP LIST: _____

* APPROXIMATE RANK ON LIST: _____

OR DATE SECTION 8 GRANTED: _____

VOUCHER BEDROOM SIZE NEEDED: _____

VOUCHER BEDROOM SIZE GRANTED: _____

PUBLIC HOUSING AGENCY CONTACT: _____

* CONTACT PHONE NUMBER: _____

Both HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY and HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT have verified the above noted family to be eligible for the Family Unification Program. They have either been placed on the Section 8 waiting list (coded for FUP) or have already been granted a FUP voucher (as noted). If you have any questions or concerns about this family or about the Family Unification program in general, please contact the HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY worker noted above.

FORM "D"

Introductory Letter to HARRISONBURG ROCKINGHAM SOCIAL SERVICES
DISTRICT Families on the HARRISONBURG REDEVELOPMENT AND HOUSING
AUTHORITY Section 8 waiting list

FAMILY UNIFICATION PROGRAM

The HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY may be able to assist you with your housing needs on an emergency basis if you believe that you and your children may be separated from each other because you lack adequate housing, or if your children's return to you from placement away from your family is being delayed because you do not have adequate housing. To know whether you are eligible for housing, for the reasons stated above, through the Family Unification Program, please fill out the form below and leave it with your HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT caseworker.

**Your participation in this process is strictly voluntary and any
existing position on the Section 8 waiting list will not be
jeopardized!**

HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT will evaluate your housing needs upon receipt of the form. If you meet the criteria for the Program, we will notify the public housing agency -- and request that they determine your eligibility for Section 8 assisted housing. If you qualify for a Section 8 voucher, your name will be coded as Family Unification Program eligible on the Section 8 waiting list. Participation in the program is based on both eligibility and position on the Section 8 waiting list. Eligibility does not guarantee that you will receive immediate housing.

FORM "D"

I hereby request that the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT review my circumstances, and if I qualify for the Family Unification Program, certify the same to the HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY.

(PLEASE PRINT)

NAME

ADDRESS

CITY, STATE, ZIP

TELEPHONE:

SIGNATURE_____

DATE_____

SOCIAL SECURITY NUMBER

FORM "E"

INTRODUCTORY LETTER TO SECTION 8 APPLICANTS AT HARRISONBURG
REDEVELOPMENT AND HOUSING AUTHORITY
HARRISONBURG, VIRGINIA
FAMILY UNIFICATION PROGRAM

The HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY may be able to assist you with your housing needs through the Family Unification Program. This program may help you if you believe that you and your children may be separated from each other because you lack adequate housing, or if your children's return from placement outside of your family unit is being delayed because you do not have adequate housing. If you think you may qualify for the program, please fill out and mail the form below to your HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT caseworker.

Your participation in this process is strictly voluntary and your position on the Section 8 waiting list will be not be jeopardized!

If the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT certifies that your family meets the criteria for the Family Unification Program, AND YOU ARE ALSO FOUND ELIGIBLE FOR ASSISTED HOUSING UNDER THE GUIDELINES ESTABLISHED BY HUD FOR THE SECTION 8 PROGRAM, you will be placed on a waiting list for a Family Unification Program Section 8 voucher. Although this will not guarantee housing for you, it may increase the opportunity for you and your family to receive rental assistance.

(FORM "E")

I hereby request that the HARRISONBURG ROCKINGHAM SOCIAL SERVICES DISTRICT review my circumstances, and if I qualify for the Family Unification Program, certify the same to the HARRISONBURG REDEVELOPMENT AND HOUSING AUTHORITY.

(PLEASE PRINT)

NAME _____

ADDRESS _____

CITY,STATE,ZIP

TELEPHONE () _____

SIGNATURE _____

DATE _____

SOCIAL SECURITY NUMBER _____