

Our mission is to enhance the Seattle community by creating and sustaining decent, safe and affordable living environments that foster stability and increase self-sufficiency for people with low incomes.



Application for SHA Housing

seattlehousing.org



If you need help

Housing Counselors at the Seattle Housing Authority can help you complete your application. If you need assistance, call **206-239-1737** or email **housingcounselor@seattlehousing.org**. Inform SHA if you need an interpreter or an accommodation because of a disability.

PO Box 19028 190 Queen Anne Ave N Seattle WA 98109-1028
Phone 206.239.1737 Fax 206.239.1780 TDD 7-1-1



Application for SHA Housing

Please complete and return to
Seattle Housing Authority
PO Box 19028
190 Queen Anne Ave N
Seattle WA 98109-1028

Date stamp (SHA office use only)

This form must be filled out in English. Print neatly in ink. Complete all required fields. Read instructions on the facing page before completing each item.

1. Personal information for head of household

1a. First name _____ **Last name** _____ **Middle initial** _____

() - _____

1b. Social Security number

□□□□ - □□ - □□□□

1c. Date of birth (mm / dd / yy)

□□ / □□ / □□

1d. Area code _____ **Telephone number** _____ **1e. Email address** _____

2. Mailing address _____ **Apartment number** _____ **City** _____ **State** _____ **Zip code** _____

2b. Address where you are currently living (if different from mailing address) _____ **City** _____ **State** _____ **Zip code** _____

3a. Primary language _____ **3b. Will you need an interpreter to speak about your application?** Yes No

4. Assets & Income

4a. Value of total assets - Assets include bank accounts, investments and real estate for all household members. \$ _____

4b. Monthly income - Check all sources of income that apply for all household members.

Unemployment Interest or annuity income SSI Other public assistance

Wages Child Support TANF Other income

Pension SSA Workers compensation/L&I Someone else pays my bills or gives me money

Total monthly gross household income: \$ _____ (list total for all household members from all sources)

5. List others who will live with you. Include unborn children and live-in aids.

#	Relation to head of household	First name	Last name	Social Security number	Date of birth (mm / dd / yy)
1					
2					
3					
4					
5					

5a. Total number of people expected to live in the unit: _____. List additional household members on a separate sheet of paper if necessary.

6. Property Choice(s) and current living situation - See the *Application Guide* for more information about choosing a property.

6a. Low-Income Public Housing (LIPH): Property #1: _____ Property #2: _____	Current living situation: <input type="checkbox"/> Homeless now <input type="checkbox"/> Homeless in the last 12 months <input type="checkbox"/> Not currently homeless	6b. Seattle Senior Housing Program (SSHP): Property #1: _____ Property #2: _____
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Optional Demographic Information

7. Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	8. Ethnicity <input type="checkbox"/> Hispanic <input type="checkbox"/> Non-Hispanic	9. Race <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> African/African American <input type="checkbox"/> Native American/Alaskan Native <input type="checkbox"/> White/Other	10. U.S Veteran <input type="checkbox"/> Yes <input type="checkbox"/> No
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11. Disability - It is not necessary to give us details about your disability unless you are requesting an accessible unit.

11a. Do you claim a disability, either for yourself or any member of your household? <input type="checkbox"/> Yes <input type="checkbox"/> No	11b. Do you or any member of your household require a fully modified, wheelchair accessible unit, meeting Uniform Federal Accessibility Standards (UFAS)? <input type="checkbox"/> Yes <input type="checkbox"/> No
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12. Certification of applicant: I hereby certify that the information I have provided in this application is true and accurate. I understand that if I do not provide all of the information requested, or if I make property selections for which I'm not eligible, my name may not be added to the waitlist. I understand that any misrepresentation or false information may result in my application being canceled or denied, or in the termination of housing assistance. I understand that at the time I reach the top of the waitlists, I will be required to provide verification of the information I have provided here, in accordance with federal housing regulations and Seattle Housing Authority policy. I accept full responsibility for keeping Seattle Housing Authority informed of my current address, and I understand that my application may be canceled if I fail to do so. I understand that I must check-in via the "Save My Spot" system once a month to stay on the waitlist.

X _____ X _____
Signature of head of household Date Signature, spouse or co-head of household Date

Application instructions

Follow these instructions for SHA Housing application form. Each number below refers to the section on the form with the same number. The application form must be filled out in English. Please print neatly in ink.

The head of household should complete the application.

1. Personal information

1a. Name - Enter the name of the head of household.

1b. Social Security number - Enter the Social Security number of the head of household. *See Privacy Act Notice below.

1c. Date of birth - Enter the date of birth for the head of household.

1d. Telephone number - Please provide the telephone number, including area code, of the head of household.

1e. Email address - Enter the email address for the head of household or an email address where he or she can be reached. If you do not have an email address, leave this field blank.

2. Address

2a. Mailing address - Please provide a current, accurate mailing address for the head of household. If SHA is unable to contact you by U.S. mail, you will be removed from the waitlist.

2b. Address where you are currently living - Please provide the street address for the head of household if it is different than the mailing address.

3. Primary language

3a. Enter the head of household's primary language.

3b. Tell us if you will need an interpreter to speak with SHA staff about your application.

4. Assets & Income

Please provide the total approximate gross amount of your entire household's assets and income.

4a. Assets - Enter the total gross assets for the entire household.

4b. Monthly income - Write in the approximate amount of the entire household's gross (not net) monthly income. Check all boxes that correspond to income types available to your household.

5. Household members

List all others who will live with you. Include the person's relationship to head of household (for example, wife, husband, child, parent, etc.), name, Social Security number and date of birth. If there are more than five people in your household, list the additional members on a separate sheet of paper and submit it with your application.

10a. Total number of people expected to live in the unit - Enter the total number of people who will be occupying the unit.

6. Property choice(s) and Current living situation

6a. Low-Income Public Housing (LIPH) - Choose up to two properties from the list in the application packet, or go online to seattlehousing.org to look at properties.

Current living situation - Indicate whether you are homeless or not. **Definition of homeless:** A household that is living on the street, in an emergency shelter, or in a transitional housing facility or is a client of a case-management program serving the homeless or has met one of these conditions within the past 12 months.

6b. Seattle Senior Housing Program (SSHP) - Choose up to two properties from the list in the application packet, or go online to seattlehousing.org to look at properties.

7. Gender - Select the gender of the head of household.

8. Ethnicity - Seattle Housing Authority collects statistical data on ethnicity in accordance with federal regulations. Please indicate if the head of household is Hispanic.

9. Race - Seattle Housing Authority collects statistical data on race in accordance with federal regulations. Please check the box for the race of the head of household.

10. U.S. Veteran status - Tell us if the head of household is a U.S. veteran.

11. Disability - You may use this opportunity to tell us if you have a disability and/or need an accessible unit. The need for an accessible unit does not affect your place on the waitlist.

11a. Tell us if you claim a disability, either for yourself or for any member of your household

11b. Tell us if you require a fully modified, wheelchair accessible unit, meeting Uniform Federal Accessibility Standards (UFAS).

12. Certification of applicant - Please read this statement very carefully. By signing it, you agree to its terms. You must sign the form and date it.

*Privacy Act Notice

Authority: The Department of Housing and Urban Development (HUD) is authorized to collect this information by the U.S. Housing Act of 1937 (42 U.S.C. 1437 et seq.), Title VI of the Civil Right Act of 1964 (42 U.S.C. 2000d), and by the Fair Housing Act (42 U.S.C. 3601-19). The Housing and Community Development Act of 1987 (42 U.S.C. 3543) requires applicants and participants to submit the Social Security Number of each household member who is six years old or older.

Purpose: Your income and other information are being collected by HUD to determine your eligibility, the appropriate bedroom size, and the amount your family will pay toward rent and utilities.

Other Uses: HUD uses your family income and other information to assist in managing and monitoring HUD-assisted housing programs, to protect the Government's financial interest, and to verify the accuracy of the information you provide. This information may be released to appropriate Federal, State, and local agencies, when relevant, and to civil, criminal, or regulatory investigators and prosecutors. However, the information will not be otherwise disclosed or released outside of HUD, except as permitted or required by law.

Penalty: You must provide all of the information requested by the HA (Housing Authority), including all Social Security Numbers you, and all other members age six years and older, have and use. Giving the Social Security Numbers of all household members six years of age and older is mandatory, and not providing the Social Security Numbers will affect your eligibility. Failure to provide any of the requested information may result in a delay or rejection of your eligibility approval.

Save My Spot!

Call 206-256-7000

From pay phones or outside Seattle,
call toll-free

1-866-623-5111

SaveMySpot.org

24 hours a day, 7 days a week
Check in every month!

You must check in once a month to stay on the waitlist

After you receive confirmation that your name has been added to the waitlist, you must check in once every month or your application will be canceled.

Check in by phone by calling 206-256-7000 locally or 866-623-5111 toll-free nationally. Follow the instructions in English, Amharic, Cambodian, Cantonese, Mandarin, Russian, Somali, Spanish, Tigrinya, or Vietnamese.

Or check in online at SaveMySpot.org, where instructions can be translated into multiple languages.

OTHER HOUSING RESOURCES IN THE SEATTLE AREA

All housing programs operated by the Seattle Housing Authority have long waitlists and we cannot serve you immediately. Fortunately there are other organizations in the area that operate shelters, emergency housing, transitional housing programs, traditional federally subsidized housing programs, and other types of affordable, permanent housing.

LOW INCOME HOUSING PROVIDERS

Bellingham Housing Authority 360-676-6887	Renton Housing Authority 425-226-1850	Central Area Development Association 206-328-2240
Bremerton Housing Authority 360-479-3694	Snohomish County Housing Authority 425-290-8499	Housing Resources Group (HRG) 206-622-2893
Everett Housing Authority 425-258-9222	Tacoma Housing Authority 253-207-4400	Low Income Housing Institute (LIHI) 206-443-9935
Island County Housing Authority 360-678-4181	Thurston County Housing Authority 360-753-8292	Lutheran Alliance to Create Housing (LATCH) 206-789-1536
King County Housing Authority 206-574-1100	HUD-subsidized apartments (listing) 206-220-5140	Plymouth Housing Group 206-652-8325
Kitsap County Housing Authority 1-800-693-7070	Archdiocesan Housing Authority 206-448-3360	Southeast Effective Development (SEED) 206-760-4265
Pierce County Housing Authority 253-620-5400	Capitol Hill Housing Improvement Program (CHHIP), 206-329-7303	St. Andrews Housing (King County) 425-957-4742

EMERGENCY HOUSING, TRANSITIONAL HOUSING, AND SHELTERS

Community Information Line
2-1-1 or 206-461-3200 or 1-800-621-4636

Provides a wide range of information about community resources from a database of more than 9,000 service providers.

Community Living Connections
206-292-8467 or 1-844-435-3377

Provides a wide range of information for people over the age of 60 using a database of more than 4,000 service providers. Also provides advocacy and follow-up for callers who have difficulty accessing services.

24-Hour Crisis Line
206-461-3222 or 1-866-4348-5464

Provides immediate help to people in emotional crisis, and referrals to agencies that provide additional help.

Seattle Housing Authority

PO Box 19028
190 Queen Anne Ave N
Seattle WA 98109-1028

Phone 206-239-1737
Fax 206-239-1770