

Lycoming County Housing Authority

Income/Household Change Form

Thank you for reporting your most recent change in your income or family composition.

By signing this you are stating that all the income and household composition on your annual recertification is the same.

Program you participate in _____ Section 8 _____ Public Housing

Name of Head of Household: _____

Head of Household Social Security#: _____

Address: _____ Phone #: _____

Change of Income in household: ** Attach supporting documentation**

_____ Increase _____ Decrease

- Name of person whose income has changed: _____
- Effective date of change: _____
- Reason for change: _____
- Present source of income:(for this family member)

- Name of new employer: _____
- _____
- Phone # of new employer: _____

Change in family household (ONLY for under 18 years old) ** Must attach court order **

*If individual you want to add is over 18 years of age, this is not the correct form; they must complete a Lease Add-On Form

Move-in _____ Move-out _____

Name of child: _____ Date of birth: _____

Relationship to head of household: _____

Reason for change: _____

New address: _____

Head of Household Signature

Date

Other Adult

Date

WARNING!! TITLE 18, SECTION 1001 OF THE UNITED STATES CODE, STATES THAT A PERSON WHO KNOWINGLY AND WILLINGLY MAKES FALSE OR FRAUDULENT STATEMENTS TO ANY DEPARTMENT OR AGENCY OF THE UNITED STATES IS GUILTY OF A FELONY, AND IS PUNISHIBLE BY FINES, IMPRISONMENT AND /OR TERMINATION OF ASSISTANCE.

Lycoming County Housing Authority
 1941 Lincoln Drive
 Williamsport, Pa 17701
 Ph (570) 323-3755
 Fx (570) 323-5230

AUTHORIZATION DISCLOSURE

Sensitive Information: The consent granted by this form may be used as a basis to collect sensitive information which is protected by the Federal Privacy Act. Such information will not be disclosed or released outside of the Lycoming County Housing Authority except to appropriate Federal, State, and Local agencies when relevant; including civil, criminal or regulatory investigators and prosecutors. Please see the Federal Privacy Act Statement for a more detailed description of your privacy rights.

Consent: I do hereby authorize, the Lycoming County Housing Authority, and /or subsidiaries, and its staff, permission to contact agencies, offices, groups or organizations, to share any information or materials which is deemed necessary to complete my application for participation, and/or to maintain my continued assistance under Public Housing, Section 8 and/or any other housing provided by Lycoming County Housing Authority and /or subsidiaries. **This waiver is only valid during the period in which I/We reside in the assisted housing, or during my application process for housing assistance.** It is understood that all information received will be held in strict confidence and used only for professional purposes. I/We authorize the exchange of information with these agencies, including but not limited to the following:

- | | |
|----------------------------------|--|
| Courts | Health Care Providers |
| Adult/Youth Probation | Psychological Services |
| Law Enforcement Agencies | Household Service Businesses/Rental Agencies |
| Wise Options | Office of the Aging |
| Children & Youth Services | Pharmacies |
| WIC Program | Utility Companies |
| Schools/Educational Institutions | US Postal Service |
| Child Care Providers | Job Service Agencies/Employers |
| Department of Welfare | Credit Reporting Agencies |
| Legal services | Financial Institutions |

I understand that this authorization cannot be used to obtain any information about me that is not pertinent to my eligibility for, and continued participation in a housing assistance program. I/We also agree that a photocopy of this authorization may be used for the purposes stated above.

Print Head of Household	Signature Head of Household	Date
Print Co-Head	Signature Co-Head	Date
Print Other Adult Member	Signature other adult member	Date
Print Other Adult Member	Signature other adult member	Date
HA Representative signature	Date	

Authorization for the Release of Information/ Privacy Act Notice

to the U.S. Department of Housing and Urban Development (HUD)
and the Housing Agency/Authority (HA)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB CONTROL NUMBER: 2501-0014

exp. 07/31/2017

PHA requesting release of information; (Cross out space if none)
(Full address, name of contact person, and date)

IHA requesting release of information: (Cross out space if none)
(Full address, name of contact person, and date)

Authority: Section 904 of the Stewart B. McKinney Homeless Assistance Amendments Act of 1988, as amended by Section 903 of the Housing and Community Development Act of 1992 and Section 3003 of the Omnibus Budget Reconciliation Act of 1993. This law is found at 42 U.S.C. 3544.

This law requires that you sign a consent form authorizing: (1) HUD and the Housing Agency/Authority (HA) to request verification of salary and wages from current or previous employers; (2) HUD and the HA to request wage and unemployment compensation claim information from the state agency responsible for keeping that information; (3) HUD to request certain tax return information from the U.S. Social Security Administration and the U.S. Internal Revenue Service. The law also requires independent verification of income information. Therefore, HUD or the HA may request information from financial institutions to verify your eligibility and level of benefits.

Purpose: In signing this consent form, you are authorizing HUD and the above-named HA to request income information from the sources listed on the form. HUD and the HA need this information to verify your household's income, in order to ensure that you are eligible for assisted housing benefits and that these benefits are set at the correct level. HUD and the HA may participate in computer matching programs with these sources in order to verify your eligibility and level of benefits.

Uses of Information to be Obtained: HUD is required to protect the income information it obtains in accordance with the Privacy Act of 1974, 5 U.S.C. 552a. HUD may disclose information (other than tax return information) for certain routine uses, such as to other government agencies for law enforcement purposes, to Federal agencies for employment suitability purposes and to HAs for the purpose of determining housing assistance. The HA is also required to protect the income information it obtains in accordance with any applicable State privacy law. HUD and HA employees may be subject to penalties for unauthorized disclosures or improper uses of the income information that is obtained based on the consent form. Private owners may not request or receive information authorized by this form.

Who Must Sign the Consent Form: Each member of your household who is 18 years of age or older must sign the consent form. Additional signatures must be obtained from new adult members joining the household or whenever members of the household become 18 years of age.

Persons who apply for or receive assistance under the following programs are required to sign this consent form:

- PHA-owned rental public housing
- Turnkey III Homeownership Opportunities
- Mutual Help Homeownership Opportunity
- Section 23 and 19(c) leased housing
- Section 23 Housing Assistance Payments
- HA-owned rental Indian housing
- Section 8 Rental Certificate
- Section 8 Rental Voucher
- Section 8 Moderate Rehabilitation

Failure to Sign Consent Form: Your failure to sign the consent form may result in the denial of eligibility or termination of assisted housing benefits, or both. Denial of eligibility or termination of benefits is subject to the HA's grievance procedures and Section 8 informal hearing procedures.

Sources of Information To Be Obtained

State Wage Information Collection Agencies. (This consent is limited to wages and unemployment compensation I have received during period(s) within the last 5 years when I have received assisted housing benefits.)

U.S. Social Security Administration (HUD only) (This consent is limited to the wage and self employment information and payments of retirement income as referenced at Section 6103(1)(7)(A) of the Internal Revenue Code.)

U.S. Internal Revenue Service (HUD only) (This consent is limited to unearned income [i.e., interest and dividends].)

Information may also be obtained directly from: (a) current and former employers concerning salary and wages and (b) financial institutions concerning unearned income (i.e., interest and dividends). I understand that income information obtained from these sources will be used to verify information that I provide in determining eligibility for assisted housing programs and the level of benefits. Therefore, this consent form only authorizes release directly from employers and financial institutions of information regarding any period(s) within the last 5 years when I have received assisted housing benefits.

Consent: I consent to allow HUD or the HA to request and obtain income information from the sources listed on this form for the purpose of verifying my eligibility and level of benefits under HUD's assisted housing programs. I understand that HAs that receive income information under this consent form cannot use it to deny, reduce or terminate assistance without first independently verifying what the amount was, whether I actually had access to the funds and when the funds were received. In addition, I must be given an opportunity to contest those determinations.

This consent form expires 15 months after signed.

Signatures:

_____	_____	_____	_____
Head of Household	Date		
_____	_____	_____	_____
Social Security Number (if any) of Head of Household		Other Family Member over age 18	Date
_____	_____	_____	_____
Spouse	Date	Other Family Member over age 18	Date
_____	_____	_____	_____
Other Family Member over age 18	Date	Other Family Member over age 18	Date
_____	_____	_____	_____
Other Family Member over age 18	Date	Other Family Member over age 18	Date

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 Rights 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, including all Social Security Numbers you, and all other household 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.

Penalties for Misusing this Consent:

HUD, the HA and any owner (or any employee of HUD, the HA or the owner) may be subject to penalties for unauthorized disclosures or improper uses of information collected based on the consent form.

Use of the information collected based on the form HUD 9886 is restricted to the purposes cited on the form HUD 9886. Any person who knowingly or willfully requests, obtains or discloses any information under false pretenses concerning an applicant or participant may be subject to a misdemeanor and fined not more than \$5,000.

Any applicant or participant affected by negligent disclosure of information may bring civil action for damages, and seek other relief, as may be appropriate, against the officer or employee of HUD, the HA or the owner responsible for the unauthorized disclosure or improper use.

Original is retained by the requesting organization.

ref. Handbooks 7420.7, 7420.8, & 7465.1

form HUD-9886 (07/14)