4/08

PRAIRIE BAND POTAWATOMI NATION HOUSING DEPARTMENT
APPLICATION FOR TRIBAL RENTAL HOUSING

Please provide all information requested. Incomplete applications will be returned and not considered.

Name: _____ Phone: _____ (Home)

Address: _____ _____ (Work)

_____
City State Zip

PBP Tribal Roll Number: _____ Age: _____ Birthdate: _____

APPLICANT/OCCUPANT INFORMATION:
List all individuals who are expected to live with applicant:

Name	Relationship to Applicant	Birthdate	Tribal Roll Number	Student? Y or N

Income Information: List the name, total annual income, and source of income for ***ALL*** individuals who will be occupying the unit. Include wages, per capita payments, social security or VA benefits, retirement income and ***all*** other sources of income.

Name	Annual Income	Source/Type of Income

List any members of your household with a disability:
Name: _____ Disability: _____
Name: _____ Disability: _____

If any minors will reside in the unit are they children of a tribal member? Yes No

Are you serving as a foster parent? Yes No Are you a single parent? Yes No

Are you employed by the tribal government or its enterprises? Yes No

Are you moving from off the reservation? Yes No

Have you or any member of your household been arrested or convicted within the past two (2) years for drug related or violent criminal activity? Yes No

If yes, please explain _____

_____

Do you (or does anyone in your household) have an unpaid debt owed to the Prairie Band Potawatomi Nation or to the Prairie Band Potowatomi Nation Housing Department? Yes No

Has anyone in your household had any housing debts forgiven by the Prairie Band Potawatomi Nation Housing Department? Yes No

RENTAL HISTORY:

How long have you lived at your current address? _____

Do you own or rent the residence? Own Rent

Is a foreclosure or eviction action now pending against you? Yes No

If yes, for what reason? _____

_____

If you rent, what is your current landlord's name? _____

Current landlord's address: _____

City	State	Zip	Phone

If you have lived at your present address for less than two years, provide information on your other residences during that two year period:

Address	City	State	Zip
Address	City	State	Zip

Has an eviction action ever been instituted against you? Yes No
If yes, why? _____

_____

Have you ever vacated a unit owing rent or other amounts? Yes No

If yes, why? _____

_____

HOUSING OPTIONS: For the following housing options, please circle ***ALL*** options that you would be willing to consider

Types of Housing: House Duplex Apartment

Would you be willing to live in a cluster? Yes No

Special Housing Options:			
	Senior 55 or older	☐ Need	☐ Do Not Need
	Senior 65 or older	☐ Need	☐ Do Not Need
	Handicapped Accessible	☐ Need	☐ Do Not Need

Number of Bedrooms Preferred: One Two Three Four More

Do you own a pet? Yes No If yes, what type? _____

Would you be willing to give up the pet if required in order to receive housing? Yes No

REFERENCES:

References are requested to determine suitability for tenancy.
RELATIVES CANNOT BE USED AS REFERENCES

_____ _____
Reference Name Daytime Phone

_____
Address City State Zip

_____ _____
Reference Name Daytime Phone

_____
Address City State Zip

I hereby certify the above information is correct to the best of my knowledge and may be used for purposes of verification. I hereby authorize the release of any information requested to the Prairie Band Potawatomi Nation Housing Department for the purpose of determining eligibility for housing. I hereby also certify that I have read and understand the PBPNHD Rental Eligibiltiy Requirements.

_____ _____
Signature of Head of Household Date

_____ _____
Signature of Spouse Date

_____ _____
Signature of Adult Household Member Date

_____ _____
Signature of Adult Household Member Date

To be completed by Housing Department Staff ONLY			
Date Received:	_____	Rec'd By (Initial):	_____
Entered By:	Rental Database: _____	Mail Log:	_____

Revised 3/08

PRAIRIE BAND POTAWATOMI HOUSING DEPARTMENT

Rental Eligibility Requirements

1. The applicant must be a Prairie Band Potawatomi Nation tribal member. If at any time the home is not occupied by at least one adult (at least 18 years of age) member of the Prairie Band Potawatomi Nation, the lease will terminate with a minimum 30-day notice.
2. The applicant's household income (after tax and other statutory withholdings) must be adequate to support a reasonable rental payment:

    a. Rental rates for land acquisition homes will be based on the purchase price of the home as follows:

$65,000 - $99,999	=	$400.00 monthly rent
$100,000 - $134,999	=	$450.00 monthly rent
$135,000 - $169,999	=	$500.00 monthly rent
$170,000 - $199,999	=	$550.00 monthly rent
$200,000 - $230,000	=	$600.00 monthly rent

    b. Rental rates for Low-Income Tax Credit Housing will not exceed $250.00 and eligibility will be based on HUD median income guidelines in accordance with Low-Income Housing Tax Credit regulations.

    c. Rental rates for all other rental properties will be based on income and determined by a sliding scale

3. Applicants must not have had any past due debts owed to or have had a debt forgiven by the Prairie Band Potawatomi Nation or the Prairie Band Potawatomi Housing Department.

4. Applicants are ineligible for this program if they have previously received tribally funded housing assistance consisting of Down Payment Assistance or Renovation/Repair Assistance within the last three (3) years.

5. Applicants are not eligible to rent tribal housing if they own or have an interest in and right to occupy any other residential property.

6. Applicants and potential residents must have a background that indicates they will be able to live harmoniously in the community without presenting a danger to the health and safety of other residents, including a criminal history the does NOT include any of the following:
    - Conviction for murder or attempted murder, manslaughter, rape, attempted rape, kidnapping or attempted kidnapping, or incest within the last 5 years.
    - Conviction for assault with a dangerous weapon, arson, drug manufacturing or distribution/sale within the last 5 years.
    - Conviction for assault and battery, drug possession or use within the last 2 years

7. Applicants and potential residents must have a rental history that indicates they will occupy Tribal Housing in a manner that is consistent with desirable tenants. Applicants may be denied due to any of the following findings on their rental screening application:
    a. Amounts owed for unpaid rents or damages
    b. History of damages at previous properties
    c. Omission or falsification of application information

8. Priority assignment of rental housing will be based on time and date application is received in the Housing Office. Applications will be processed according to qualifying information provided on initial application and type of housing (i.e Land Acquisition, Tax Credit, HUD, etc.) available to applicant based on this qualifying information at the time the application comes up for consideration. (NOTE: all applications will be time and date stamped and initialed by Housing Staff upon receipt.)