

SHRA Eligibility Requirements

Chapter 2 of the SHRA *Administrative Plan* states:

The HUD eligibility criteria are:

- An applicant must be a "family" at admission, as defined in Section B of this chapter, "Definition of Family."
- An applicant family must be within the appropriate HUD income limits.
- An applicant family must furnish Social Security numbers for all family members, with the exception of those individuals who do not contend to have eligible immigration status (individuals who may be unlawfully present in the United States). These individuals in most instances would not be eligible for a SSN.
- An applicant family must furnish declaration of citizenship or eligible immigrant status and verification where required.
- At least one member of the applicant family must either be a U.S. citizen or have eligible immigration status before the PHA may provide any financial assistance.
- An applicant family will not be admitted to the program if any member of the family has been evicted from federally assisted housing for a serious violation of the lease within the past three years. (Except as referenced in Chapter 15, Section B of this Administrative Plan).
- The applicant family must not be in debt to any federally assisted housing program. The PHA may allow for the family to be a participant in the Housing Choice Voucher Program if they are in "Good Standing" regarding any current payment agreement made with another PHA for a debt incurred. The PHA will give the family 30 days to prove that they have resolved the debt.
- The PHA will permanently deny admission to sex offenders who are subject to a lifetime registration requirement under a state sex offender registration program.
- Reasons for denial of admission are addressed in the "Denial or Termination of Assistance," Chapter 15 of this Administrative Plan. These reasons for denial constitute additional admission criteria.

PHA Factors for Denial or Termination of Assistance (24 CFR §982.552):

- The PHA will apply the following criteria, in addition to the HUD eligibility criteria, as grounds for denial of admission to the program:
- The PHA may deny admission to the applicant family if they have violated any family obligation during a previous participation in a federally assisted housing program within the three years prior to final eligibility determination. The PHA may make an exception if the family member who violated the family obligation is not a current member of the household. The PHA may request that the family provide verifiable documentation of this fact.
- The PHA will deny participation in the program to applicants where the PHA determines there is reasonable cause to believe that any family member is illegally using a controlled substance or engages in drug-related or other criminal activity. Mitigating circumstances will be considered in these situations.
- The PHA may deny participation in the program to applicants where the PHA determines that any family member abuses alcohol in a way that may interfere with the health safety or

peaceful enjoyment of the premises by other residents. This includes cases where the PHA determines that there is a pattern of alcohol abuse. The PHA will consider alcohol abuse to be a pattern if there is more than one conviction during the previous 18 months. Mitigating circumstances will be considered.

- An applicant family will be denied admission to the program if any member of the family fails to fully complete all required documents, including but not limited to the application and HUD 92006, 9886, and 52675 forms after notification by the PHA.
- If any applicant family deliberately misrepresents any information on which eligibility or tenant rent is established, the PHA may deny assistance and may refer the family file/record to the proper authorities for appropriate disposition. (See Program Integrity Addendum).
- An applicant family may be denied if any member of the family has been convicted for any of the following reasons within the last three years:
 1. Drug-related criminal activity (see Criminal Screening Criteria below);
 2. Violent criminal activity (see Criminal Screening Criteria below);
 3. Other criminal activity which may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity; or
 4. Other criminal activity which may threaten the health or safety of the owner, property management staff, or persons performing a contract administration function or responsibility on behalf of the PHA (including a PHA employee or a PHA contractor, subcontractor or agent)
- Any applicant who is a current or former resident must pay all debts to the PHA or be in Good Standing before a voucher may be issued. All applicants to the HCV program must be in “Good Standing.” Please see the glossary for a definition of “Good Standing”.

Criminal Screening Criteria

- The PHA conducts background checks for applicants using fingerprinting or other methods. Where fingerprinting is not an option, the PHA will require the applicant to list all past convictions within the last 3 years.
- The PHA may deny families for any felony or multiple misdemeanor convictions within the past three (3) years.
- The PHA may deny a family if any household member is currently or was recently engaged in certain criminal activity, in accordance with *24 CFR 982.553*. The PHA considers criminal activity recent if it resulted in at least one felony conviction or at least three misdemeanor convictions within 3 years prior to the date the application is reviewed by the PHA. Current or recent criminal activity falling under any of the following categories is grounds for denial of the family:
 - 1) Drug related criminal activity,
 - 2) Violent criminal activity,
 - 3) Criminal activity that may threaten the health or safety of property owners, management staff, or other persons performing responsibilities on behalf of the PHA,

- 4) Criminal activity that may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity.
- The fact that an applicant was arrested for a disqualifying offense shall not be treated or regarded as sufficient proof that the applicant engaged in disqualifying criminal activity. The arrest may, however, trigger an investigation to determine whether the applicant or tenant actually engaged in disqualifying criminal activity. As part of its investigation, the PHA may obtain the police report associated with the arrest and consider the reported circumstances of the arrest. The PHA may also consider any statements made by witnesses or the applicant or tenant not included in the police report; whether criminal charges were filed; whether, if filed, criminal charges were abandoned, dismissed, not prosecuted, or ultimately resulted in an acquittal; and any other evidence relevant to determining whether or not the applicant or tenant engaged in disqualifying activity.
- All families must meet or exceed the tenant selection and suitability criteria set forth in this chapter.
- The PHA will not consider any convictions that are more than three years old, provided no other criminal activity has taken place in the interim.
- An applicant must be in good standing with all federal housing programs in which he or she previously participated. If a debt is owed to any federal housing programs in which the applicant has participated, he or she may be denied assistance. If participation has been terminated because of any violation of a family obligation, a family may be denied assistance. The PHA receives information about applicants' histories with other federal programs from the Enterprise Income Verification (EIV) system.
- If the debt is discharged through bankruptcy, the PHA will not deny future assistance to the family based upon the discharged debt. The fact of the bankruptcy will be treated pursuant to HUD Form-52675.
- If the debt is not discharged and remains unpaid, future assistance may be denied. Debt owed information will be maintained in EIV for a period of up to 10 years from the date of termination.
- Reasons for denial of admission are addressed in the "Denial or Termination of Assistance" in Chapter 15 of this Administrative Plan. These reasons for denial constitute additional admission criteria.

Chapter 15 of the SHRA Administrative Plan states:

HUD Standards for Denial (24 CFR §§ 982.54 (d), 982.552, 982.553)

The PHA must permanently deny assistance to applicants to the HCV program if the PHA determines that any member of the household has ever been convicted of manufacturing or producing methamphetamine on the premises of federally assisted housing.

The PHA must deny admission to an applicant if the PHA determines that any member of the household is subject to a lifetime registration requirement under a state sex offender registration program.

The PHA may deny admission to the program for applicants if the PHA determines that any household member is currently engaging in the illegal use of a drug (including marijuana). See Section B of this chapter for the PHA's established standards.

The PHA may deny admission to the program for applicants if the PHA determines that it has reasonable cause to believe that a household member's illegal drug use may threaten the health, safety, or right to peaceful enjoyment of residents in the immediate vicinity. See Section B of this chapter for the PHA's established standards.

The PHA must deny admission to the program for an applicant if any member of the family fails to sign and submit consent forms for obtaining information in accordance with 24 CFR Part 5, subparts B and F.

The PHA must deny admission when required under the regulations to establish citizenship or eligible immigration status.

The PHA must deny admission if the family member fails to meet the eligibility requirements concerning individuals enrolled at an institution of higher education as specified in 24 CFR §5.612.

PHA Grounds for Denial of Assistance (24 CFR §§ 982.551, 982.552 and 982.553)

The PHA may deny program assistance for an applicant, for any of the following reasons:

- If any member of the family has engaged in or threatened abusive or violent behavior toward PHA personnel, contractors, or customers on the premises. This includes but is not limited to: verbal abuse, physical abuse, violence or acts of intimidation. Use of expletives customarily used to verbally abuse or intimidate may be cause for denial. "Threatening" refers to oral or written threats or physical gestures that communicate the intent to abuse or commit violence.
- If a member of the household has been indicted, convicted, or otherwise sought by the courts and is fleeing to avoid prosecution, custody, or confinement.
- If the family currently owes rent or other amounts to the PHA or to another PHA in connection with the Housing Choice Voucher (HCV) program [previously known as Section 8] or public housing assistance under the 1937 Act.
- If the family is not eligible for admission, refer to "Eligibility for Admission," Chapter 2 of this Administrative Plan for further information.

SHRA Income Limits (effective 4/1/2024)

[HUD Income Limits Sacramento 2024](#)

Household Size	1	2	3	4	5	6	7	8
Gross Income	\$41,300	\$47,150	\$53,050	\$58,950	\$63,650	\$68,400	\$73,100	\$77,850

References: [24 CFR Part 982](#) & [SHRA Administrative Plan 2024](#)