



District of Columbia Housing Authority

1133 North Capitol Street, NE Washington, DC 20002-7599

202-535-1000

Tyrone Garrett, Executive Director

Date:

NAME:

ADDRESS:

Dear:

The Eligibility and Continued Occupancy Division ("ECOD") has recently completed the eligibility determination and screening of your application for housing assistance. Through the screening process, we have obtained information that may result in the denial of your request for housing assistance. Specifically, the screening report indicates that, based on past experience, you or other members of your family:

- ☐ Are not likely to pay rent, or are likely to pay late, and have a poor rental paying history, to wit:
- ☐ Are not domiciled in the District of Columbia.
- ☐ You do not meet the required preference: «customfield1»
- ☐ Are likely to engage in criminal activity that will threaten the health, safety, and welfare of other residents, to wit:
- ☒ Your income exceeds the income limit of \$_____ established for admission. Your income is \$_____. **Should your income decrease within the next year, you should contact the DCHA for a redetermination of your eligibility status.**
- ☐ Are not likely to take proper care of a housing unit, or may damage it.
- ☐ Are currently assisted in another Federal Assistance program
- ☐ Have a pattern of use of a controlled substance that may interfere with the health, safety or right to peaceful enjoyment of the premises by other

residents.

- ☐ You have a current outstanding debt from previous tenancy in public housing

OTHER: This preliminary determination is based on the following:

- ☐ Criminal History Report
- ☐ Current/Previous Landlord Verification
- ☐ Credit Report/Utility Reference
- ☐ Low- Income-Public housing or HCVP rent payment history:

Before making a final decision regarding your eligibility for housing assistance, you will have an opportunity to provide DCHA with evidence of mitigating circumstances or actions taken by you that demonstrates favorable future conduct. You may provide the evidence by meeting with us and providing any documentation. The following mitigating circumstances may be considered:

- (A) Evidence of favorable changes in the applicant's pattern of behavior including the length of time since a criminal offense was committed: or
- (B) Evidence of successful rehabilitation, e.g. evidence that the responsible member of the applicant family is not likely to repeat the prior criminal behavior, evidence that neither applicant nor any members of the applicant family is likely to cause harm to the other public housing or Housing Choice Voucher Program residents, DCHA staff, or other members of the community: or
- (C) Evidence of the applicant's participation in/or willingness to participate in relevant social service activities or other appropriate counseling services: or
- (D) Evidence of the applicant's modification of previous disqualifying criminal behavior, with indications of continuing.
- (E) If a debt is owed within the last 3 years, evidence it has been paid or otherwise satisfied

Your credit report was obtained from the following credit reporting agency:

Rent Grow, Inc. dba Yardi Resident Screening
307 Waverley Oaks Rd, STE 301
Waltham, MA 02452
Phone: 800-736-8476 x2

The information that was provided to us may have influenced our decision, but the credit reporting agency did not make the decision, and are not able to explain why it was made.

If you have been rejected for reason(s) related to the information provided in your credit report(s), you have the right to obtain a free copy of your credit report, within sixty days of the date you receive this letter, from the consumer credit reporting agency which have been identified in this notice.

You have the right to dispute inaccurate information by directly conveying to the consumer credit reporting agency that you dispute the accuracy of information in your file. The agency must then, within a reasonable time period, reinvestigate and modify or remove inaccurate information. The consumer credit reporting agency may not charge a fee for this service. If reinvestigation does not resolve the dispute to your satisfaction, you may send a statement to the consumer credit reporting agency, to be kept in your file, explaining why you think the record is inaccurate. The consumer credit reporting agency must include your statement about the disputed information, or a clear and accurate codification or summary thereof, in a report it issues about you.

If reason(s) are not given in this notice for why you have been rejected, you have the right to obtain disclosure of the nature of the information that was relied upon by making a written request to us within 60 days of receiving this letter.

Please call the ECOD at the District of Columbia Housing Authority, 1133 N. Capitol Street NE on (202) 788-0362 on or before **DATE** to schedule an appointment if you wish to mitigate.

If you do not schedule the appointment or fail to appear once scheduled you will receive a notice with DCHA's final determination of eligibility. At that time you will be advised of your rights to dispute the determination.

Sincerely,

Eligibility and Continued Occupancy Division