



YOU'LL BE GLAD TO CALL IT HOME.

625 Stanwix Street
12th Floor
Pittsburgh, PA 15222

Phone (412) 355-8940
FAX (412) 355-8954

TTY Occupancy
(412) 402-2671

www.achsng.com

Executive Director

Frank Aggazio

Board Members

Derek Uber, Chair

Deborah Booker, Vice Chair

Evelyn Benzo, Secretary

Paul J. D'Alesandro, Treasurer

Vera Kelly, Asst. Secretary/Treasurer

Dear Applicant:

Please read and follow the instructions to our waiting list process before completing the application.

1. You have to be 18 years of age to apply for Low-Income Public Housing.
2. You can mail or hand deliver your application to any of our sites. Please include:
 - a. Completed and signed application (Everyone over 18 must sign the application)
 - b. Completed and signed Password Sheet
 - c. Completed and signed Site Selection Pages
3. You also need to submit photo copies of:
 - a. Photo ID (Everyone over 18)
 - b. Social Security Card (Everyone on the Application)
 - c. Birth Certificate (Everyone on the Application)

Documentation Will Be Required to Determine Eligibility

The Eligibility process is as follows:

1. Your application will be entered into the computer. It will be processed according to preferences and in date and time order of when your application was received at the site.
2. The Residential Property Manager will contact you by mail and/or telephone with instructions to bring in information that is needed to process your application on a given date. Failure to do so will result in your application being removed (terminated) from the site waiting list.
3. Third party verifications will be completed based upon the information received.
4. A three-part background check will be completed. It will consist of a landlord check, utilities check, and a criminal background check that will be completed prior to moving into the site's unit.
5. During the eligibility process, a Housekeeping Inspection will be conducted.
6. If eligible, you will be assigned to a unit in the Low Income Public Housing Community that you selected based on availability of your application date and bedroom size.
7. If you are determined ineligible, you will receive a letter explaining your denial.

You are required to report in writing within 10 days any change in your income, family composition or address to the Allegheny County Housing Authority. We will not accept changes that are given verbally, they must be in writing. If we cannot reach you at the address provided, your name will be removed from the site waiting list and you will need to reapply.

HUD INCOME GUIDELINES

Effective December 2011

All applicants must fall within HUD income guidelines to qualify for Low Income Public Housing. Rent payments are based upon 30% of the adjusted gross income of the applicant. Please contact the site Property Manager if you have any questions regarding these requirements.

Income Guidelines

Number of Persons in Family	Maximum Income
1	\$36,350
2	\$41,550
3	\$46,750
4	\$51,900
5	\$56,100
6	\$60,250
7	\$64,400
8	\$68,550

The sites below are funded through the Low Income Housing Tax Credit Program and have different income requirements.

- Dumplin Hall
- John Fraser Hall
- Homestead Housing Partnership
- Dalton's Edge
- Hays Manor
- Groveton Village
- Sharpsburg Housing
- Pleasant Ridge
- Negley Gardens

Please contact these sites directly for their specific income guidelines.

ALLEGHENY COUNTY HOUSING AUTHORITY

Grounds for Denial due to Criminal Activity - LIPH Program

ACHA Admissions and Continued Occupancy Policy – Effective October 1, 2010

8.4 **GROUNDNS FOR DENIAL** - the Allegheny County Housing Authority is not required or obligated to assist families where applicants or members of the applicant's household.....

F. Have a history of criminal activity by any household member involving crimes of physical violence against persons or property and any other criminal activity including drug-related criminal activity that would adversely affect the health, safety, or well being of other tenants or staff or cause damage to the property. For the purpose of this Policy, if any adult member of the applicant family is currently charged with or has been convicted in the last five (5) years of the date of projected admission of any of the following listed offenses, they will be determined to have engaged in criminal activity, drug-related criminal activity or violent criminal activity.

Offenses involving Danger to the Person:

1. Voluntary Manslaughter
2. Aggravated Assault
3. Involuntary Manslaughter
4. Endangering the welfare of a child
5. Reckless Endangerment of another person
6. Statutory Sexual Assault

Drug Offenses:

1. Possession or Delivery of a Controlled Substance
2. Possession with the Intent to Deliver a Controlled Substance
3. The Manufacturing of any Controlled Substance or New Drug
4. Possession of Marijuana
5. Solicitation of a Minor to Traffic Drugs

Offenses Against Property:

1. Causing or Risking a Catastrophe
2. Criminal Mischief (when amount exceeds \$5,000.00)

Burglary and Other Criminal Intrusion:

1. Burglary
2. Robbery

Theft and Related Offenses – Felonies Only:

1. Theft by Unlawful Taking or Disposition
2. Theft by Deception
3. Theft by Extortion
4. Theft of Services
5. Theft of Leased Property
6. Theft by Failure to Make Required Disposition of Funds Received
7. Forgery
8. Access Device Fraud
9. Identity Theft

Other Offenses:

1. Luring a Child into a Motor Vehicle or Structure
2. Disarming a Law Enforcement Officer

However, an applicant will be denied admission if he/she is currently charged with Indecent Assault or has been convicted in the last ten (10) years of this crime. This Section will also bar admission of any applicant that is currently charged with or convicted of Attempt, Conspiracy or Solicitation to commit any of the offenses listed in Section 8.4F.

.....

K. Are currently engaging in the illegal use of a controlled substance. For purposes of this section, a member is “currently engaged in” the criminal activity if the person has engaged in this behavior recently enough to justify a reasonable belief that it behavior is current.

L. The Allegheny County Housing Authority determines that it has reasonable cause to believe that a household member’s illegal use or pattern of illegal use of a drug may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents (family will be denied for three years);

M. The Allegheny County Housing Authority determines that it has reasonable cause to believe that a household member’s abuse or pattern of abuse of alcohol may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents (family will be denied for three years);

With respect to criminal activity described in paragraphs J, K, L, and M of this Section, Allegheny County Housing Authority may require an applicant to exclude a household member in order to be admitted to public housing where that household member has participated in or been culpable for actions described in paragraphs J, K, L, and M that warrants denial.

N. Have engaged in or threatened abusive or violent behavior towards any Allegheny County Housing Authority staff member or resident (denial will be for five years);

O. **Denied for Life:** If any family member has been convicted of manufacturing or producing methamphetamine.

P. Fugitive felons, parole violators, and persons fleeing to avoid prosecution or custody or confinement after conviction for a crime, or attempt to commit a crime, that is a felony under the laws of the place from which the individual flees (family will be denied for three years);

Q. **Denied for Life:** Has a lifetime registration under a State sex offender registration program.

R. **Denied for Life:** Have a conviction or is currently charged with Murder, Rape and/or other sex-related crimes (excluding Statutory Sexual Assault and Indecent Assault), Kidnapping or Arson. Have a conviction or is currently charged with Criminal Attempt, Solicitation or Conspiracy with regard to the crimes of Murder, Rape and/or other sex-related crimes, Kidnapping or Arson.

S. **Denial for Firearms:** A family member is currently charged with or has been convicted in the last five (5) years of violating the Pennsylvania Uniform Firearms Act of 1995.

In determining whether to deny admission for illegal use of a drug by a household member who is no longer engaging in such abuse, or for a current charge or conviction in the last five (5) years for Possession of a Controlled Substance, or for abuse or a pattern of abuse of alcohol by a household member who is no longer engaging in such abuse, the Allegheny County Housing Authority may consider whether such household member:

1. Is participating in a supervised drug or alcohol rehabilitation program;
2. Has successfully completed a supervised drug or alcohol rehabilitation program; or
3. Has otherwise been successfully rehabilitated.

For this purpose, Allegheny County Housing Authority will require the applicant to submit evidence of the household member’s current participation in, or successful completion of, a supervised drug or alcohol rehabilitation program or evidence of otherwise having been rehabilitated successfully.

Before the Allegheny County Housing Authority denies admission to the Allegheny County Housing Authority’s public housing program on the basis of a criminal record, the Allegheny County Housing Authority must notify the household of the proposed action and must provide the person with the criminal record (i.e. the child) and the applicant (head of household) with a copy of the criminal record and an opportunity to dispute the accuracy and relevance of that record. The applicant will have 10 business days to dispute the accuracy and relevance of the record in writing. If the Allegheny County Housing Authority does not receive the dispute within the allotted time, the applicant will be denied.

If an applicant is denied admission due to a current criminal charge that is later dismissed, withdrawn, or where the applicant is found not guilty, the applicant shall be reinstated to the waiting list as of the date they originally attempted to apply if requested within 90 days of the dismissal, withdrawal or finding of not guilty.

**ALLEGHENY COUNTY HOUSING AUTHORITY
 LOW INCOME PUBLIC HOUSING
 (ALL BOXES MUST BE FILLED OUT)**

HEAD OF HOUSEHOLD (Use Legal Names Only)

Last Name		First Name		MI	Sex	Social Security Number	
Date of Birth	Place of Birth (City, St.)	Total Monthly Income	Source of Income		Ethnicity		
					<input type="checkbox"/> Hispanic or <input type="checkbox"/> Non-Hispanic		
Are you a US Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, please explain _____							
Race (check all that apply): <input type="checkbox"/> White <input type="checkbox"/> Black/African Am <input type="checkbox"/> Am Indian or Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Asian							

COMPLETE MAILING ADDRESS

Complete Street Address			City		State	Zip Code
County		Current Day Phone Number			Night Phone Number	
Landlord's Name		Landlord's Phone		Landlord's Address		
Emergency Contact Person				Phone number		Relationship

OTHER ADULTS (Spouse, co-head, adults 18 years of age or older)

Last Name		First Name		MI	Sex	Relationship	
1.							
Social Security Number		Date of Birth	Place of Birth	Monthly Income		Source of Income	
Race (check all that apply): <input type="checkbox"/> White <input type="checkbox"/> Black/African Am <input type="checkbox"/> Am Indian or Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Asian							
Last Name		First Name		MI	Sex	Relationship	
2.							
Social Security Number		Date of Birth	Place of Birth	Monthly Income		Source of Income	
Race (check all that apply): <input type="checkbox"/> White <input type="checkbox"/> Black/African Am <input type="checkbox"/> Am Indian or Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Asian							

MINORS (Family members under the age of 18)

Last Name		First Name		MI	Sex	Relationship	
1.							
Social Security Number		Date of Birth	Place of Birth (City-State)		Source of Income		
Race (check all that apply): <input type="checkbox"/> White <input type="checkbox"/> Black/African Am <input type="checkbox"/> Am Indian or Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Asian							
Last Name		First Name		MI	Sex	Relationship	
2.							
Social Security Number		Date of Birth	Place of Birth (City-State)		Source of Income		
Race (check all that apply): <input type="checkbox"/> White <input type="checkbox"/> Black/African Am <input type="checkbox"/> Am Indian or Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Asian							
Last Name		First Name		MI	Sex	Relationship	
3.							
Social Security Number		Date of Birth	Place of Birth (City-State)		Source of Income		
Race (check all that apply): <input type="checkbox"/> White <input type="checkbox"/> Black/African Am <input type="checkbox"/> Am Indian or Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Asian							

MINORS (CONTINUED)

Last Name		First Name		MI	Sex	Relationship
4.						
Social Security Number		Date of Birth		Place of Birth (City-State)		Source of Income
Race (check all that apply): <input type="checkbox"/> White <input type="checkbox"/> Black/African Am <input type="checkbox"/> Am Indian or Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Asian						
Last Name		First Name		MI	Sex	Relationship
5.						
Social Security Number		Date of Birth		Place of Birth (City-State)		Source of Income
Race (check all that apply): <input type="checkbox"/> White <input type="checkbox"/> Black/African Am <input type="checkbox"/> Am Indian or Alaskan Native <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> Asian						

NOTE: You are required to report in writing within ten days of any change in your income, household composition or address to the Allegheny County Housing Authority. If we can't contact you at the address provided, your name will be removed from the waiting list and you will need to re-apply.

Background Information

Have you or any member of your household ever been charged with or convicted of a crime (misdemeanor or felony) other than a minor traffic violation?

- YES *If yes, please explain _____
- NO

Have you or any member of your household ever been convicted of manufacturing or producing Methamphetamine?

- YES *If yes, please explain _____
- NO

Are you or any member of your household currently registered, or been required to register with the Pennsylvania State Police Sex Offender registration program (i.e. Megan's Law) or with any other state sex offender registration program in the United States of America?

- YES *If yes, please explain _____
- NO

Have you or any member of your household ever lived in Public Housing?

- YES *If yes, what location? _____
- NO

Have you or any member of your household ever received Section 8 Housing Assistance?

- YES *If yes, what location? _____
- NO

Do you or any member of your household owe any money to a Public Housing Authority? Applicants will be ineligible if they have an unpaid balance to any Housing Authority.

- YES *If yes, please explain _____
 - NO
-

Preferences

Do you or your Co-Head claim any of the following preferences? If so, please check the one(s) that apply.

- 1. Victim of domestic violence (Please provide a Final PFA. It must be issued within the past 60 days)
- 2. Veteran with an honorable discharge and not currently living in an Allegheny County Housing Authority project-based assisted unit (Please attach documentation)
- 3. Currently working over twenty hours a week with a job history extending more than six months (Please attach a recent pay stub or letter from employer)
- 4. Disabled (Documentation will be verified during the eligibility process, do not submit documentation at this time)

APPLICATIONS RECEIVED WITHOUT DOCUMENTATION WILL NOT RECEIVE PREFERENCE

Reasonable Accommodations

Do you or any member of your household require reasonable accommodations? (Examples of reasonable accommodations are: wheelchair accessible unit, need for a live-in attendant, auxiliary aid, guide/service animal, fire alarm for hearing impaired).

- YES *If yes, what accommodation is required? _____
- NO

Do you or any member of your household require assistance with completing this application?

- YES *If yes, briefly explain _____
 - NO
-

If you wish to have your personal information regarding the waiting list released to another person or agency, you must have this authorization question completed. This designated person must provide both your password and your social security number before any information is given.

I, _____, give _____ authorization to receive my personal information to determine eligibility or placement on the Waiting List. Also, this person/organization must provide my social security number and password before any information will be released.

Print Authorized Individual's Name: _____

Name of Organization: _____ Phone # _____

I/WE DO HEREBY CERTIFY THAT ALL INFORMATION I/WE HAVE PROVIDED IS COMPLETE AND ACCURATE. I/WE ARE AWARE THAT SUBMITTING FALSE INFORMATION IS FRAUD AND PUNISHABLE BY NOT BEING ABLE TO RECEIVE FUTURE HOUSING ASSISTANCE, FINES AND/OR IMPRISONMENT.

Signature of Head _____ Date _____

Signature of Other Adult _____ Date _____

Signature of Other Adult _____ Date _____

NOTICE: In compliance with Section 504 of the Rehabilitation Act of 1973, the Fair Housing Act & Title II of the Americans with Disability Act, the Allegheny County Housing Authority does not discriminate on the basis of disability in employment or in the admission, access to or use of its programs or activities. Any discrimination on this basis is illegal.



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Dear Applicant:

Due to privacy and security reasons, the Allegheny County Housing Authority is requiring all applicants to create a password. You will need to give this password when requesting information about your application, status or any other personal information.

YOUR PASSWORD MUST BE:

- **AN ACTUAL WORD, NO NUMBERS**
- **NO MORE THAN 6 LETTERS**
- **NO PROFANITY OR VULGAR WORDS**

My password is:

YOU MUST REMEMBER YOUR PASSWORD

I understand that I can only receive information regarding my application by giving my password. My password will be used for all application matters.

Signature: _____

Printed Name: _____

Social Security: _____

Date of Birth: _____

Date: _____

SITE SELECTION PAGE

ELDERLY HI-RISE (AGE 62+)

Applications will be accepted for ages 50+, with applicants 62+ receiving a priority

Community List Elderly Hi-Rise	Telephone Number	Bedroom sizes	Please Select The Sites You Would Like To Apply For
BLAWNOX APARTMENTS 701 Center Avenue Blawnox, PA 15238 NON-SMOKING BUILDING	412-828-0139 NON-SMOKING	1 Bedroom NON-SMOKING	NON-SMOKING
CARVER HALL 565 Reed Street Clairton, PA 15025	412-233-9544	Efficiencies & 1 Bedroom	
CORBETT APARTMENTS 175 Corbett Court Pittsburgh, PA 15237	412-366-6150	Efficiencies & 1 Bedroom	
DALTONS EDGE 700 Second Ave Tarentum, PA 15084	724-226-9091	1 & 2 Bedroom	
JOHN FRASER HALL 500 Hunter Street Turtle Creek, PA 15145 NON-SMOKING BUILDING	412-823-8009 NON-SMOKING	1 Bedroom NON-SMOKING	NON-SMOKING
HOMESTEAD HOUSING PARTNERSHIP Building A 411 East Eighth Avenue Homestead, PA 15120	412-462-1441	1 & 2 Bedroom	
HOMESTEAD HOUSING PARTNERSHIP Building C 441 East Eight Avenue Homestead, PA 15120	412-462-1441	1 & 2 Bedroom	
HOMESTEAD HOUSING PARTNERSHIP Building D 421 East Eighth Avenue Homestead, PA 15120	412-462-1441	1 & 2 Bedroom	
JEFFERSON MANOR 201 Jefferson Road Penn Hills, PA 15235	412-241-0289	1 Bedroom	
SPRINGDALE MANOR 504 Pittsburgh Street Springdale, PA 15144	724-274-7303	1 Bedroom	
WEST MIFFLIN MANOR 2400 Sharp Avenue West Mifflin, PA 15122	412-466-4111	1 Bedroom	
WILMERDING APARTMENTS 314 Commerce Street Wilmerding, PA 15148	412-823-3472	Efficiencies & 1 Bedroom	

*Daltons Edge, John Fraser Hall and Homestead Housing Partnership are exclusive to applicants age 62+

Signature _____ Date _____

01/04/2012

SITE SELECTION PAGE

ONE BEDROOM HI-RISE

Community List One Bedroom Hi-Rise	Telephone Number	Bedroom sizes	Please Select The Sites You Would Like To Apply For
BRACKENRIDGE HALL APARTMENTS 887 First Avenue Brackenridge, PA 15014	724-226-1106	Efficiencies & 1 Bedroom	
RACHEL CARSON HALL 135 Second Avenue Tarentum, PA 15084	724-226-1114	Efficiencies & 1 Bedroom	
GENERAL BRADDOCK TOWERS 620 Sixth Street North Braddock, PA 15104	412-351-1360	Efficiency & 1 Bedroom	
TRUMAN TOWER 25 North 2 nd Street Duquesne, PA 15110	412-466-8550	Efficiencies & 1 Bedroom	
GOLDEN TOWERS 215 Allegheny Street Tarentum, PA 15084	724-226-1070	Efficiencies & 1 Bedroom	

Signature _____ **Date** _____

SITE SELECTION PAGE

FAMILY COMMUNITIES

Community List Family Sites	Telephone number	Bedroom sizes	Please Select The Sites You Would Like To Apply For
CARNEGIE APARTMENTS 514 Lydia Drive, Carnegie, PA 15106	412-279-2888	2, 3 Bedrooms	
GROVETON VILLAGE 511 Groveton Drive, Coraopolis, PA 15108	412-264-0985	3, 4 Bedrooms	
HAWKINS VILLAGE 500 Kenmawr Avenue, Rankin, PA 15104	412-271-1575	2, 3, 4 Bedrooms	
HAYS MANOR 205 Locust Street McKees Rocks, PA 15136	412-771-2044	2, 3, 4 Bedrooms	
MAPLEVIEW TERRACE 1014 Mapleview Drive Braddock, PA 15104	412-351-0511	2 & 3 Bedrooms	
MILLVUE ACRES 1090 Marion Circle, Clairton, PA 15025	412-233-4671	2, 3, 4 Bedrooms	
PHILIP BURTNER APARTMENTS 524/527 Fifth Street Tarentum, PA 15084 Mail to: 135 Second Ave., Tarentum, PA 15084	724-226-1070	2 Bedrooms only	
PLEASANT RIDGE 251 Jefferson Drive McKees Rocks, PA 15136	412-331-5260	3, 4 Bedrooms	
PROSPECT TERRACE 29 Prospect Drive, East Pittsburgh, PA 15112	412-824-4796	3, 4 Bedrooms	
SHELDON PARK 2008 Broadview Blvd. Natrona Heights, PA 15065	724-226-1505	1, 2, 3 Bedrooms	
Uansa Village Helen & Robb Street McKees Rocks, PA 15136	412-771-5732	3, 4 Bedrooms	
SCATTERED SITES Various Locations In the County Mail to: 511 Groveton Dr., Coraopolis, PA 15108	412-331-4633	1, 2, 3, 4 Bedrooms	

Signature _____ Date _____

ADDITIONAL SITES

TO APPLY FOR THE COMMUNITIES BELOW, PLEASE CONTACT THE SITE DIRECTLY FOR AN APPLICATION

Caldwell Station

Shiring Realty
409 Station Street
Wilmerding, PA 15148
412-823-4400
2 bedrooms only

Monroe Meadows

200 Trefoil Court
Monroeville, PA 15146
412-374-9610
2 & 3 Bedrooms

Meyers Ridge

901 Gray Street
McKees Rocks, PA 15136
412-331-1490
1, 2, 3, 4, 5 Bedrooms

West Pine Apartments

500 West Pine Drive
Imperial, PA 15126
724-695-1333
1 & 2 Bedrooms

Forest Green Commons

120 Pillar Street
Moon Twp, PA 15106
412-299-0862
1, 2, 3, 4 Bedrooms

Lavender Heights

2006 Broadview Blvd
Natrona Heights, PA 15065
724-224-4571
Age Requirement: 50 +

Centurion Commons

100 Lavender Heights Court
Penn Hills, PA 15235
412-798-1341
Age requirement: 62 +

APPLICATION CHECKLIST

- Completed Application (Signed By Everyone Age 18 and Up)
- Completed Password Sheet
- Completed and Signed Site Listing Pages
- Photo Copy of Photo ID (Everyone Age 18 and Up)
- Photo Copy of Birth Certificate (Everyone on the Application)
- Photo Copy of Social Security Card (Everyone on the Application)