[Enter a neutral provider and/or housing assistance program/fund name]

Violence Against Women Act: Notice of Occupancy Rights

*Despite the name of this law, VAWA protection is available regardless of sex, gender identity, or sexual orientation. Housing providers cannot discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age. HUD-assisted and HUD-insured housing must be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status.*

**To all Beneficiaries and Applicants**

The Violence Against Women Act (VAWA) provides protections for survivors of domestic violence, dating violence, sexual assault, or stalking. VAWA protections are not only available to women, but are available equally to all individuals regardless of sex, gender identity, or sexual orientation. The U.S. Department of Housing and Urban Development (HUD) is the Federal agency that oversees that the [Enter a neutral provider and/or housing assistance program/fund name] (“Program”) is in compliance with VAWA. This notice explains your rights under VAWA. A HUD-approved certification form is attached to this notice. You can fill out this form to show that you are or have been a survivor of domestic violence, dating violence, sexual assault, or stalking, and that you wish to use your rights under VAWA.

**Protections for Applicants**

If you otherwise qualify for assistance under the Program, you cannot be denied admission or denied assistance because you are or have been a survivor of domestic violence, dating violence, sexual assault, or stalking.

**Protections for Beneficiaries**

If you are receiving assistance under the Program, you may not be denied assistance, terminated from participation, or be evicted from your rental housing because you are or have been a survivor of domestic violence, dating violence, sexual assault, or stalking.

Also, if you or an affiliated individual of yours is or has been the survivor of domestic violence, dating violence, sexual assault, or stalking by a member of your household or any guest, you may not be denied rental assistance or occupancy rights under the Program solely on the basis of criminal activity directly relating to that domestic violence, dating violence, sexual assault, or stalking.

Affiliated individual means your spouse, parent, brother, sister, or child, or a person to whom you stand in the place of a parent or guardian (for example, the affiliated individual is in your care, custody, or control); or any individual, beneficiary, or lawful occupant living in your household.

**Removing the Abuser or Perpetrator from the Household**

Owners may divide (bifurcate) your lease in order to evict the individual or terminate the assistance of the individual who has engaged in criminal activity (the abuser or perpetrator) directly relating to domestic violence, dating violence, sexual assault, or stalking.

If an owner chooses to remove the abuser or perpetrator, the owner may not take away the rights of eligible beneficiaries to the unit or otherwise punish the remaining beneficiaries. If the evicted abuser or perpetrator was the sole beneficiary to have established eligibility for assistance under the program, the owner must allow the beneficiary who is or has been a survivor and other household members to remain in the unit for a period of time, in order to establish eligibility under the program or under another HUD housing program covered by VAWA, or, find alternative housing.

In removing the abuser or perpetrator from the household, the owner must follow Federal, State, and local eviction procedures. In order to divide a lease, the owner may, but is not required to, ask you for documentation or certification of the incidences of domestic violence, dating violence, sexual assault, or stalking.

**Moving to Another Unit**

Upon your request, the owner may permit you to move to another unit, subject to the availability of other units, and still keep your assistance. In order to approve a request, the Program may ask you to provide documentation that you are requesting to move because of an incidence of domestic violence, dating violence, sexual assault, or stalking. If the request is a request for emergency transfer, the Program may ask you to submit a written request or fill out a form where you certify that you meet the criteria for an emergency transfer under VAWA. The criteria are:

1. *You are a survivor of domestic violence, dating violence, sexual assault, or stalking.* If the Program does not already have documentation that you are a survivor of domestic violence, dating violence, sexual assault, or stalking, the Program may ask you for such documentation, as described in the documentation section below.
2. *You expressly request the emergency transfer.* The Program may choose to require that you submit a form, or may accept another written or oral request.

***\*AND\****

3. Either*:*

1. *You reasonably believe you are threatened with imminent harm from further violence if you remain in your current unit.* This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future.

***\*OR\****

1. *You are a survivor of sexual assault and the assault occurred on the premises.* If you are a survivor of sexual assault, then in addition to qualifying for an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you expressly request the transfer.

The Program will keep confidential requests for emergency transfers by survivors of domestic violence, dating violence, sexual assault, or stalking, and the location of any move by such survivors and their households.

The Program’s emergency transfer plan provides further information on emergency transfers, and the Program must make a copy of its emergency transfer plan available to you if you ask to see it.

**Documenting You Are or Have Been a Survivor of Domestic Violence, Dating Violence, Sexual Assault or Stalking**

The Program can, but is not required to, ask you to provide documentation to “certify” that you are or have been a survivor of domestic violence, dating violence, sexual assault, or stalking. Such request from the Program must be in writing, and the Program must give you at least 14 business days (Saturdays, Sundays, and Federal holidays do not count) from the day you receive the request to provide the documentation. The Program may, but does not have to, extend the deadline for the submission of documentation upon your request.

You can provide one of the following to the Program as documentation. It is your choice which of the following to submit if the Program asks you to provide documentation that you are or have been a survivor of domestic violence, dating violence, sexual assault, or stalking.

* A complete HUD-approved certification form given to you by the Program with this notice, that documents an incident of domestic violence, dating violence, sexual assault, or stalking. The form will ask for your name, the date, time, and location of the incident of domestic violence, dating violence, sexual assault, or stalking, and a short description of the incident. The certification form provides for including the name of the abuser or perpetrator if the name of the abuser or perpetrator is known and is safe to provide.
* A record of a Federal, State, tribal, territorial, or local law enforcement agency, court, or administrative agency that documents the incident of domestic violence, dating violence, sexual assault, or stalking. Examples of such records include police reports, protective orders, and restraining orders, among others.
* A statement, which you must sign, along with the signature of an employee, agent, or volunteer of a survivor service provider, an attorney, a medical professional or a mental health professional (collectively, “professional”) from whom you sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse, and with the professional selected by you attesting under penalty of perjury that he or she believes that the incident or incidents of domestic violence, dating violence, sexual assault, or stalking are grounds for protection.
* Any other statement or evidence that the Program has agreed to accept.

**Confidentiality**

The Program must keep confidential any information you provide related to the exercise of your rights under VAWA, including the fact that you are exercising your rights under VAWA.

The Program must not allow any individual administering assistance or other services on behalf of the Program (for example, employees and contractors) to have access to confidential information unless for reasons that specifically call for these individuals to have access to this information under applicable Federal, State, or local law.

The Program must not enter your information into any shared database or disclose your information to any other entity or individual. The Program, however, may disclose the information provided if:

* You give written permission to the Program to release the information on a time limited basis.
* The Program needs to use the information in an eviction or termination proceeding, such as to evict your abuser or perpetrator or terminate your abuser or perpetrator from assistance under this program.
* A law requires the Program or your landlord to release the information.

VAWA does not limit the Program’s duty to honor court orders about access to or control of the property. This includes orders issued to protect a survivor and orders dividing property among household members in cases where a household breaks up.

**Reasons a Beneficiary Eligible for Occupancy Rights under VAWA May Be Evicted or Assistance May Be Terminated**

You can be evicted and your assistance can be terminated for serious or repeated lease violations that are not related to domestic violence, dating violence, sexual assault, or stalking committed against you. However, the owner and the Program cannot hold beneficiaries who have been survivors of domestic violence, dating violence, sexual assault, or stalking to a more demanding set of rules than it applies to beneficiaries who have not been survivors of domestic violence, dating violence, sexual assault, or stalking.

The protections described in this notice might not apply, and you could be evicted and your assistance terminated, if the owner or the Program can demonstrate that not evicting you or terminating your assistance would present a real physical danger that:

1. Would occur within an immediate time frame, and
2. Could result in death or serious bodily harm to other beneficiaries or those who work on the property.

If the owner or Program can demonstrate the above, the owner or Program should only terminate your assistance or evict you if there are no other actions that could be taken to reduce or eliminate the threat.

**Other Laws**

VAWA does not replace any Federal, State, or local law that provides greater protection for survivors of domestic violence, dating violence, sexual assault, or stalking. You may be entitled to additional housing protections for survivors of domestic violence, dating violence, sexual assault, or stalking under other Federal laws, as well as under State and local laws.

**Non-Compliance with the Requirements of This Notice**

You may report the owner’s or the Program’s violations of these rights and seek additional assistance, if needed, by contacting or filing a complaint with the Program, the Program’s Administrative Agency, or the Fort Worth HUD Field Office.

**For Additional Information**

* You may view a copy of HUD's final VAWA rule at <https://www.federalregister.gov/documents/2016/11/16/2016-25888/violence-against-women-reauthorization-act-of-2013-implementation-in-hud-housing-programs>.
* Additionally, the Program must make a copy of HUD's VAWA regulations available to you if you ask to see them.
* For questions regarding VAWA, please contact the Program.
* For help regarding an abusive relationship, you may call the National Domestic Violence Hotline at 1-800-799-7233 or, for persons with hearing impairments, 1-800-787-3224 (TTY).
* For beneficiaries who are or have been survivors of stalking seeking help may visit the National Center for Survivors of Crime's Stalking Resource Center at <https://www.survivorsofcrime.org/our-programs/stalking-resource-center>.