

Procedures for Public Housing Placement

Families that are interested in being considered for a Public Housing apartment or a scattered site house, will be required to do the following:

1. Pick up an application packet from any Terre Haute Housing Authority (THHA) office. The packet will contain instructions and forms that will need to be completed by the applicant and any adult that will be in the household.
2. The completed application, all forms and verifications must be returned or it will not be accepted.
3. When the application and all the required forms are returned the THHA staff will review the information and a determination will be made regarding the applicants eligibility,
4. Once eligibility is determined, if necessary, the applicant is placed on a waiting list.
5. When the family is offered housing they must be financially able to enter into a lease with the THHA within 48 hours from the time they have accepted the offer to sign a lease.
6. Failure to sign the lease on the required date will result in the application being withdrawn and the applicant will have to wait one year to reapply



Determination of Eligibility

Eligibility criteria varies, but primarily includes, all income that is within the limits, good previous tenant history, clean criminal history, and good housekeeping skills and practices.

Benefits for a Public Housing Tenant

Cable Service for a Low Fee

Updated Units

Continuing Education Opportunities

Neighborhood Associations at Selected Sites

Youth Programs

Brunch for the Elderly for a Small Fee

Public Housing Units on a City Bus Route



Income Limits

FAMILY OF 1	\$30,050
FAMILY OF 2	\$34,350
FAMILY OF 3	\$38,650
FAMILY OF 4	\$42,900
FAMILY OF 5	\$46,350
FAMILY OF 6	\$49,800
FAMILY OF 7	\$53,200
FAMILY OF 8	\$56,650

Family Programs/Sites

Lockport Road Housing Community

McMillan Square Housing Community

Margaret Avenue Housing Community

Morton Lewis Court Housing Community

Scattered Site Housing



Elderly Programs/Sites

Dreiser Square

Garfield Towers

Garfield Gardens

Deming Center



What You May Need

- **Birth Certificate, Social Security cards** for everyone that will be in the household
- **Photo ID's** for all adults that will be in the household
- Register at www.indianacareerconnect.com if you are not employed
- Verification of **ALL income** from ALL individuals in the household, complete an **employment verification form** if employed
- A **Rent Guarantee** form completed by a family member or friend agreeing they will cover the maximum amount of rent allowed for someone with no income
- **Child support docket**
- **Child care verification**
- Completed **Asset** form if applicable.
- **Marriage certificate or Divorce decree**
- **Landlord references** from all landlords you've had in the last 5 years.
- Verification of **life and health insurance policies** (Elderly/Disabled).
- One year payment history for **medical and prescription expenses** (Elderly/Disabled).



City of Terre Haute

Housing Authority

Equal Housing Opportunity

2001 N. 19th Street

Terre Haute, IN 47803

812-232-1381

Fax 812-234-4164

TDD 800-545-1833 ext. 271

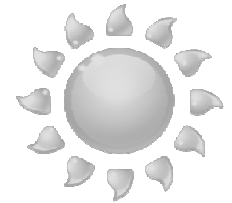
8:00 AM-4:30 PM

Monday –Friday

(Excluding Holidays)



**City of Terre Haute
Housing Authority**



**Public Housing
Procedures**