



Housing Programs: Pre-Application for Assistance

Complete this form to apply for the following rental assistance program waitlists:

- ➔ **Section 8 Housing Choice Voucher:**
Can help you afford decent, safe housing. If eligible, you'll be put on a waiting list until funds become available. Once they do, you'll get a voucher and have to find your own housing.
- ➔ **Project Based Voucher:**
Can help you afford rent at certain properties. If eligible, you'll be put on waiting lists for the properties you specify. If a unit becomes available, you'll pay rent based on your household income.

Eligibility for rental assistance

To qualify for assistance, you must:

- ➔ Meet income limits established by the U.S. Department of Housing and Urban Development (HUD).
- ➔ Meet the HUD requirements for citizenship or immigration status.
- ➔ Provide a copy of Social Security cards for all family members.
- ➔ Not owe money to the Vermont State Housing Authority (VSHA) or other housing authority.
- ➔ Sign any authorization forms required to verify eligibility requirements.
- ➔ Not have any household members (including yourself) who:
 - ➔ Have ever been convicted of drug-related criminal activity or any criminal activity or production of methamphetamine on the premises of federally assisted housing.
 - ➔ Are subject to lifetime registration requirements on any State's sex offender registry.

Any questions? Help is available!

CALL: (802) 828-1991, (800) 820-5119

VISIT: You can visit our office at One Prospect St., Montpelier, Vermont

SENIORS: If you're 60 or older, call Vermont's Senior Helpline at 1-800-642-5119.

Getting Started

Pre-Application Process

1. Complete this application following the instructions below.

- ➔ Answer all questions completely and honestly. The information you provide will be verified. It's a violation of federal and state law to make false statements.
- ➔ Don't leave any question blank.
- ➔ If you need more space, attach additional pages as needed.
- ➔ Unless indicated, each question applies to all household members.

2. Sign the application

The Head of Household must sign and date the application

3. Attach copies of any required documents

Some questions may ask for additional documents. Send copies as originals may not be returned. We may ask you to provide copies of additional documents (e.g., pay stubs, immigration documents, etc.)

4. Submit your application

Send your application to:
Vermont State Housing Authority
One Prospect Street
Montpelier, VT 05602
Fax: 802-828-2111

Report Changes

While waiting for a voucher, let us know if your contact information changes. If you don't, your application may become inactive and you'll have to reapply.

Other Important Facts

If you speak limited English, we can provide free interpretation services to help you access our services.

If you have a disability, you may be entitled to reasonable⁽¹⁾ accommodations to help you apply. This could include:

- ➔ Providing information in accessible formats (e.g., large print or Braille).
- ➔ Giving you more time to gather any documents we need.
- ➔ Making an exception to our rules or policies to make it easier for you to participate in our programs.

To request an accommodation:

Call: (888) 406-4003

Write: Vermont State Housing Authority
1 Prospect St., Montpelier, VT 05602

If you need help making your request, let us know. We're happy to help!

We'll give you an answer within 10 working days — unless we have an issue getting the information we need or you agree to give us more time.

1. Reasonable means an accommodation that doesn't present an undue financial and administrative burden and has an identifiable relationship to the person's disability.

Pre-Application for Housing Assistance

Please print clearly and answer questions completely and honestly. Thank you!

APPLYING FOR ASSISTANCE ☐ Section 8 Housing Choice ☐ Project-Based

1. Tell us about you, the person applying.

First name, middle initial, last name and suffix (Jr., Sr., 1st, etc)

Date of birth (mm/dd/yyyy)

Social Security number: or Alien ID number

Email: primary contact if supplied

Phone number: where you can be reached

May we contact you via SMS text message?

☐ Yes ☐ No

Physical address: (if different from mailing address)

Mailing address: (street address or PO box, city, state, zip code)

Ethnicity: (check one)

☐ Hispanic/ Latino ☐ Non-Hispanic/ Latino

Gender:

☐ M ☐ F

Disabled?

☐ Yes ☐ No

Are you a U. S. Citizen?

☐ Yes ☐ No

Race: (check one)

☐ American Indian/Alaska Native ☐ Asian ☐ Black/ African American ☐ White ☐ Native Hawaiian/Other Pacific Islander
☐ Other

Location of Employer: (city, state, zip)

Monthly Employment
Income: \$

Other Income:
\$ per month

Location of School: (city, state, zip)

Grade Level

Full Time?
☐ Yes ☐ No

What is your (and your household members) current living situation? (Select one)

- ☐ Living in a permanent residence.
- ☐ Living in a temporary residence.
- ☐ Living in a shelter or hotel/motel.
- ☐ Living in a place that is not normally used for housing.

Are you at risk of losing your current residence?

☐ Yes ☐ No

Have you, any household member, any ex-spouse, widow, or widower of a person who has ever served on active duty in the U.S. Armed Forces Reserves, or National Guard excluding periods for which they have not been dishonorably discharged? If yes, please list their names below and dates served.

☐ Yes ☐ No

2. Tell us about all the other people who will live in the unit.

Provide details for everyone who will be part of your household in the rental unit. Use extra paper if necessary. Include your name and SSN at the top of every additional page.

OTHER PERSON	1. Full name (first, middle initial, last):		2. Disabled? ☐ Yes ☐ No	3. Gender:
	4. Date of birth (mm/dd/yyyy):	5. Social Security #: or Alien ID #		6. Relationship to applicant:
	7. Are you a U.S. Citizen? ☐ Yes ☐ No	8. Location of Employer: (city, state, zip)		9. Monthly Employment Income: \$
	10. Other Income: \$ per month	11. Location of School: (city, state, zip)	12. Grade Level	13. Full Time? ☐ Yes ☐ No
OTHER PERSON 2	1. Full name (first, middle initial, last):		2. Disabled? ☐ Yes ☐ No	3. Gender:
	4. Date of birth (mm/dd/yyyy):	5. Social Security #: or Alien ID #		6. Relationship to applicant:
	7. Are you a U.S. Citizen? ☐ Yes ☐ No	8. Location of Employer: (city, state, zip)		9. Monthly Employment Income: \$
	10. Other Income: \$ per month	11. Location of School: (city, state, zip)	12. Grade Level	13. Full Time? ☐ Yes ☐ No
OTHER PERSON 3	1. Full name (first, middle initial, last):		2. Disabled? ☐ Yes ☐ No	3. Gender:
	4. Date of birth (mm/dd/yyyy):	5. Social Security #: or Alien ID #		6. Relationship to applicant:
	7. Are you a U.S. Citizen? ☐ Yes ☐ No	8. Location of Employer: (city, state, zip)		9. Monthly Employment Income: \$
	10. Other Income: \$ per month	11. Location of School: (city, state, zip)	12. Grade Level	13. Full Time? ☐ Yes ☐ No
OTHER PERSON 4	1. Full name (first, middle initial, last):		2. Disabled? ☐ Yes ☐ No	3. Gender:
	4. Date of birth (mm/dd/yyyy):	5. Social Security #: or Alien ID #		6. Relationship to applicant:
	7. Are you a U.S. Citizen? ☐ Yes ☐ No	8. Location of Employer: (city, state, zip)		9. Monthly Employment Income: \$
	10. Other Income: \$ per month	11. Location of School: (city, state, zip)	12. Grade Level	13. Full Time? ☐ Yes ☐ No

COMPLETE THESE QUESTIONS FOR THE APPLICANT & ALL HOUSEHOLD MEMBERS:

1. Is any household member subject to lifetime registration on any State's sex offender registry? If yes, who and where?	☐ Yes ☐ No
2. Has any household member been convicted of criminal activity related to the production of methamphetamine on the premises of federally-assisted housing?	☐ Yes ☐ No
3. Do you have at least 50/50 custody of minors in the household?	☐ Yes ☐ No
4. Do you require a special accommodation to participate in the application process? If yes, please describe what you need.	☐ Yes ☐ No
5. Does any member of the household require a mobility, vision, or hearing unit?	☐ Yes ☐ No
6. Is English your primary spoken language? If no, what is your primary spoken language?	☐ Yes ☐ No
7. Is English your primary written language? If no, what is your primary written language?	☐ Yes ☐ No
8. Do you require a translator or interpreter? If yes, what language?	☐ Yes ☐ No
9. Have you or anyone in your household been displaced from your Vermont home due to a natural disaster? (Such as a fire or flood, which left your housing unit uninhabitable.) Date of disaster: _____ Date displaced or will be displaced: _____ Name of disaster: _____ Location of disaster: _____	☐ Yes ☐ No
10. Have you or anyone in your household been displaced from their Vermont home due to condemnation as determined by state or local authority? (i.e., Code Enforcement or a Town Health Officer.)	☐ Yes ☐ No
11. Do you live/have you ever lived in public housing, Section 8 housing or any other type of federally-funded housing? If yes, tell us which program, when, and where in the space below: Date of participation (mm/yyyy) : _____ - _____ Program Type: _____ Which Housing Authority?: _____ Was assistance Terminated? ☐ Yes ☐ No	☐ Yes ☐ No
12. Are you actively receiving rental assistance benefits through a VSHA-administered rental assistance program or Vermont state funded time-limited rental assistance and certified to be in compliance with benefit program & tenancy requirements? (Examples: Vermont Rental Subsidy, Rapid Rehousing, etc.) If yes, please complete the preference checklist.	☐ Yes ☐ No
13. Are you or any household member living in substandard housing? (Doesn't ensure safe and adequate shelter, posing risks to family well-being due to multiple critical or intermediate defects, requiring significant repair or rebuilding.)	☐ Yes ☐ No

14. Are you, or any household member disabled and living in an institution that provides a temporary residence, including congregate shelters and transitional housing?	☐ Yes ☐ No
5. Are you, or any household member disabled and at serious risk of moving into an institution that provides a temporary residence, including congregate shelters and transitional housing?	☐ Yes ☐ No

3. ADDITIONAL DOCUMENTATION:

- ☐ If you think you qualify for an approved preference for the Section 8 HCV please complete the Preference Checklist indicating the preference for which you qualify for and who can verify.
- ☐ If you are applying to a Project-Based voucher, please complete the Waiting List Checklist indicating all the properties for which you'd like to apply.

SIGN BELOW.

Unsigned applications may be returned.

By signing below, I certify that I understand that:

- ☒ Submitting false, or misrepresenting, information may result in losing my eligibility for the Housing Choice Voucher program.
- ☒ I need to notify the Housing Authorities if any information on this application changes.
- ☒ If I cannot be contacted at the last mailing address given, my name may be removed from the waiting list and I will have to reapply.
- ☒ I certify that I have attained the age of 18 yrs. or I am an emancipated minor and therefore have the full legal capacity to act on my own behalf in the matter of contracts.

I certify that the information provided is accurate and complete and that I am at least 18 years old or an emancipated minor.

Signature _____

Date _____



Vermont State Housing Authority (VSHA)

One Prospect Street, Montpelier, Vermont 05602

Phone: (802) 828-3295 or (802) 828-1991

Messages: 1-800-820-5119 Fax: (802) 828-2111

APPLICANT'S NAME (FIRST, MIDDLE, LAST)

SOCIAL SECURITY NUMBER

WAITING LIST CHECKLIST**Please check all the waiting lists for which you would like to apply.****PROJECT BASED****ADDISON COUNTY****Bedroom Sizes Available**

Bristol	☐ Hunt Farm Housing: EP Management (802) 775-1100	2 & 3 Bedroom
Vergennes	☐ Addison Housing: Addison Housing Works (802) 877-2626	1 & 3 Bedroom
	☐ Willow Apartments: Summit Properties (802) 846-5430 ELDERLY/DISABLED	1 Bedroom
Middlebury	☐ 11 Seminary Street: Addison Housing Works (802) 877-2626	2 & 3 Bedroom
	☐ 15 Court Street: Addison Housing Works (802) 877-2626	0 & 1 Bedroom
	☐ Middlebury Commons: VSHA (802) 828 1045 ELDERLY/DISABLED	1 Bedroom
	☐ North Pleasant Street Apartments Addison Housing Works (802) 877-2626	2, 3 & 4 Bedroom
	☐ Pine Meadow Apartments: Addison Housing Works (802) 877-2626	1, 2 & 3 Bedroom
	☐ Smith Housing: Addison Housing Works (802) 877-2626	1, 2 & 3 Bedroom
Waltham	☐ McNight Lane: Addison Housing Works (802) 877-2626	2 & 3 Bedroom

BENNINGTON COUNTY**Bedroom Sizes Available**

Arlington	☐ Battenkill North: Shires Housing (802) 442-8139	1, 2 & 3 Bedroom
Bennington	☐ Woodland Station Housing LP: Shires Housing (802) 442-8139	2 & 3 Bedroom

CALEDONIA COUNTY**Bedroom Sizes Available**

Hardwick	☐ Evergreen Manor: Rural Edge (802) 535-3555	2 & 3 Bedroom
	☐ Jeudevine: Rural Edge (802) 535-3555	1, 2, 3 & 4 Bedroom
Lyndonville	☐ 101 Main Street (Matthewson Bldg): Rural Edge (802) 535-3555 ELDERLY	1 & 2 Bedroom
	☐ 599 Main Street: Rural Edge (802) 535-3555	1 & 2 Bedroom
	☐ Olivia Place: Rural Edge (802) 535-3555	1 & 2 Bedroom
Peacham	☐ Peacham Housing: EP Management (802) 775-1100 ELDERLY/DISABLED	1 Bedroom
South Ryegate	☐ Lind Homes: Rural Edge (802) 535-3555	3 Bedroom
St. Johnsbury	☐ Caledonia Housing Partnership: Rural Edge (802) 535-3555	1, 2, 3 & 4 Bedroom
	☐ New Avenue: Rural Edge (802) 535-3555	0, 1 & 2 Bedroom
West Burke	☐ Burkeland Lane: Rural Edge (802) 535-3555	0 & 2 Bedroom

CHITTENDEN COUNTY		Bedroom Sizes Available
Burlington	☐ Dover Place: Champlain Housing Trust (802) 862-6244	1, 2 & 3 Bedroom
	☐ Flynn Ave Coop: Champlain Housing Trust (802) 862-6244	1, 2 & 3 Bedroom
	☐ Thayer Senior Housing: Cathedral Square (802) 859-8827	ELDERLY 1 & 2 Bedroom
Colchester	☐ Stuart Ave: Champlain Housing Trust (802) 862-6244	1, 2 & 3 Bedroom
Essex Junction	☐ Whitcomb Terrace: Cathedral Square (802) 859-8827	ELDERLY/DISABLED 1 Bedroom
Heinsburg	☐ Kelley's Field: Cathedral Square (802) 859-8827	55+ 1 Bedroom
Milton	☐ Elm Place: Cathedral Square (802) 859-8827	55+ 1 Bedroom
Shelburne	☐ Harrington Village: Champlain Housing Trust (802) 862-6244	ELDERLY/DISABLED 1, 2 & 3 Bedroom
Williston	☐ Whitney Hill Homestead: Cathedral Square (802) 863-2224	ELDERLY 1 & 2 Bedroom
ESSEX COUNTY		Bedroom Sizes Available
Brighton	☐ Brighton Scattered: Rural Edge (802) 473-3937	ELDERLY/DISABLED 2, 3 & 4 Bedroom
Island Pond	☐ Mountain & Adler: Gervais (802) 723-6130	1 & 2 Bedroom
FRANKLIN COUNTY		Bedroom Sizes Available
Enosburg Falls	☐ Falls Housing: Champlain Housing Trust (802) 862-6244	1 & 2 Bedroom
Georgia	☐ Hidden Pines: Champlain Housing Trust (802) 862-6244	ELDERLY/DISABLED 1 Bedroom
St. Albans	☐ Hawk's Nest: Evergreen Real Estate (802) 527-9870	ELDERLY/DISABLED 1 & 2 Bedroom
	☐ Lake & Maple: EP Management (802) 775-1100	2 & 3 Bedroom
	☐ Reid Commons: Cathedral Square (802) 863-2224	55+ 1 Bedroom
	☐ Welden Villa: VSHA (802) 828-1045	ELDERLY/DISABLED 1 Bedroom
Richford	☐ Main Street Mill: EP Management (802) 775-1100	1 & 2 Bedroom
GRAND ISLE COUNTY		Bedroom Sizes Available
Grand Isle	☐ Isle Lane: Champlain Housing Trust (802) 862-6244	1, 2 & 3 Bedroom
LAMOILLE COUNTY		Bedroom Sizes Available
Morrisville	☐ Arthur's Main Street Housing: Downstreet (802) 476-4493	1 & 2 Bedroom
ORANGE COUNTY		Bedroom Sizes Available
Randolph	☐ Hedding Drive: Stewart Property Management (603) 641-2163	1 & 2 Bedroom
	☐ Salisbury Square: Stewart Property Management (603) 641-2163	1, 2 & 3 Bedroom
Bradford	☐ Waits River Housing: Downstreet (802) 476-4493	ELDERLY/DISABLED 1, 2 & 3 Bedroom
ORLEANS COUNTY		Bedroom Sizes Available
Derby	☐ Johns River Apartments: Rural Edge (802) 473-3093	1 & 2 Bedroom

Newport	☐ Memphremagog Rentals: Spates (802) 334-2262	2 Bedroom
RUTLAND COUNTY		Bedroom Sizes Available
Brandon	☐ Park Village Apartments: Summit Properties (802) 846-5430	1, 2 & 3 Bedroom
Fair Haven	☐ Adams House: Housing Trust of Rutland County (802) 775-3139 ELDERLY/DISABLED	1 Bedroom
Rutland	☐ Columbian Avenue: Housing Trust of Rutland County (802) 775-3139	2, 3 & 4 Bedroom
	☐ Marble Street: Housing Trust of Rutland County (802) 775-3139	1 & 3 Bedroom
	☐ Rutland Rehab Scattered Site: Housing Trust of Rutland County (802) 775-3139	1, 2 & 3 Bedroom
West Rutland	☐ Stanislaus Apartments: Housing Trust of Rutland County (802) 775-3139	1 & 2 Bedroom
WASHINGTON COUNTY		Bedroom Sizes Available
Berlin	☐ Fox Run: Downstreet (802) 476-4493	1, 2 & 3 Bedroom
Cabot	☐ Cabot Commons: Downstreet (802) 476-4493 ELDERLY/DISABLED	1 & 2 Bedroom
Northfield	☐ Dogwood Glen: VSHA (802) 828-1045	1 & 2 Bedroom
Plainfield	☐ Hollister Hill: VSHA (802) 828-1045	1, 2 & 3 Bedroom
Waitsfield	☐ Evergreen Place Senior Housing: Downstreet (802) 476-4493 ELDERLY/DISABLED	1 Bedroom
Waterbury	☐ Chase Block: Downstreet (802) 476-4493 ELDERLY/DISABLED	1 Bedroom
Waterbury Center	☐ Green Mountain Seminary Apartments: Downstreet (802) 476-4493	1 & 2 Bedroom
WINDHAM COUNTY		Bedroom Sizes Available
Bellows Falls	☐ Bellows Falls Housing: Stewart Property Management (802) 463-9863	1, 2, 3 & 4 Bedroom
	☐ Howard Block: Stewart Property Management (802) 463-9863	1 & 2 Bedroom
	☐ Pine Street: Stewart Property Management (802) 463-9863	1, 2, 3 & 4 Bedroom
Brattleboro	☐ 13 Canal Street: Windham Windsor Housing Trust (802) 246-2115	1, 2 & 3 Bedroom
	☐ Abbott Block: Stewart Property Management (802) 257-7616	1 & 2 Bedroom
	☐ Clark Street: Windham Windsor Housing Trust (802) 246-2115	2 & 3 Bedroom
	☐ Esteyville Housing: Windham Windsor Housing Trust (802) 246-2115	0, 1, 2, 3 & 4 Bedroom
	☐ Portfolio Enhancement I: Windham Windsor Housing Trust (802) 246-2115	0, 1, 2 & 3 Bedroom
	☐ Red Clover Commons: Brattleboro Housing (802) 254-5590 ELDERLY/DISABLED	1 & 2 Bedroom
	☐ Westgate Allocated: Stewart Property Management (802) 257-7616	1, 2 & 3 Bedroom
	☐ Whetstone: Windham Windsor Housing Trust (802) 246-2115	1, 2 & 3 Bedroom
	☐ Wilder Building: Windham Windsor Housing Trust (802) 246-2115	1 Bedroom
Guilford	☐ Algiers: Windham Windsor Housing Trust (802) 246-2115	1, 2 & 3 Bedroom
Putney	☐ Noyes House: Windham Windsor Housing Trust (802) 246-2115 ELDERLY/DISABLED	0 & 1 Bedroom
West Brattleboro	☐ Western Avenue Housing: Windham Windsor Housing Trust (802) 246-2115	1, 2 & 3 Bedroom

West Dover	☐ Butterfield Housing: Stewart Property Management (802) 257-7616 ELDERLY/DISABLED	1 Bedroom
Westminster/ Chester	☐ Chester Gage Housing: Stewart Property Management (802) 463-9863	1 & 2 Bedroom
WINDSOR COUNTY		Bedroom Sizes Available
Ludlow	☐ Black River Overlook: Stewart Property Management (802) 885-7885	1, 2 & 3 Bedroom
Proctorsville	☐ Freeman House: Stewart Property Management (802) 885-7885 ELDERLY/DISABLED	1 Bedroom
	☐ Proctorsville Green: Stewart Property Management (802) 885-7885	2 Bedroom
Springfield	☐ Southview: Stewart Property Management (802) 885-7885	1, 2 & 3 Bedroom
	☐ Westview Terrace: Springfield Housing (802) 885-4453	1, 2 & 3 Bedroom
White River Jct.	☐ Bridge & Main: VSHA (802) 828-1045	1 Bedroom
	☐ Colodney Building: VSHA (802) 828-1045 ELDERLY/DISABLED	1 Bedroom
	☐ Hartford Scattered Site: Twin Pines (802) 291-7000	1 & 2 Bedroom
	☐ Morale House: Twin Pines (802) 291-7000	1 & 2 Bedroom
	☐ Northwoods: VSHA (802) 828-1045	1, 2, 3 & 4 Bedroom
Windsor	☐ Central and Main: Stewart Property Management (802) 674-9455	0, 1, & 2 Bedroom
	☐ Union Square: Stewart Property Management (802) 674-9455	1, 2 & 3 Bedroom
Woodstock	☐ Safford Commons: Twin Pines (802) 291-7000	1, 2 & 3 Bedroom

APPLICANT'S NAME (FIRST, MIDDLE, LAST)

SOCIAL SECURITY NUMBER

TENANT BASED

☐ Housing Choice Voucher (HCV)

PREFERENCE SELECTION

If you are applying for a Section 8 Housing Choice Voucher and are eligible for any of the preferences below, check the ☐ for the preference for which your household qualifies. An approved preference could affect your place on the waiting list. You must include the individual who can verify your eligibility of the selected preference.

If you're claiming preference 1, 2 or 3, please complete this section:

Name of Agency who can verify preference status: _____

Name of Individual (if known) and title who can verify preference status: _____

Phone # of Agency/Individual: _____ Email of Agency/Individual: _____

1. DISPLACED FAMILY PREFERENCE

☐

This preference is available to Vermont families displaced from their Vermont home due to fire, flood, natural disaster or condemnation by a local, state or federal agency. Please describe what happened:

2. MOVE-UP PREFERENCE

☐

This preference is available to families who meet the following criteria:

- Actively receiving rental assistance benefits through a VSHA-administered rental assistance program or a Vermont state-funded, time-limited rental assistance program (such as VRS or (HOMES); **and**
- Been in the rental assistance program for at least 6 months at the time of application; **and**
- Certified to be in compliance with rental assistance program and tenancy requirements.

Note: This preference does not include those participating in the Emergency Motel Voucher Program

Check which program below:

- ☐ VSHA Continuum of Care Program – Rapid Rehousing
- ☐ VSHA Continuum of Care Program – Permanent Supportive Housing (Shelter + Care)
- ☐ VSHA Family Unification Program for Youth in Transition (FUP-Y)
- ☐ VSHA Fostering Youth to Independence (FYI)
- ☐ CVOEO HOMES Voucher program
- ☐ Vermont Rental Subsidy (VRS)
- ☐ Other: _____

3. PREFERENCE FOR NON-ELDERLY PERSONS WITH DISABILITIES TRANSITIONING OUT OF INSTITUTIONS

☐

This preference is available for non-elderly disabled families who are:

- Transitioning out of an institution or other segregated setting; **or**
- At serious risk of institutionalization, are homeless, or at risk of becoming homeless.

4. VERMONT RESIDENT PREFERENCE

☐

This preference is available for families who either live or work in the state of Vermont and can prove residency through a verified current physical address or verification from an employer.