

HAMMOND HOUSING AUTHORITY

1402 – 173rd Street
Hammond, Indiana 46324
(219) 989-3265

MEMORANDUM

TO: All HCV Participants of the Hammond Housing Authority

FROM: Barbara Stanley, HCV Director

The Department of Housing and Urban Development is seriously concerned about fraud in the Housing Choice Voucher Program and has asked us (the PHA) to send this reminder to all families on the program. Going along with these simple rules will help you stay on the Housing Choice Voucher Program and help the program run fairly and honestly. Not following these rules could result in referral of the matter for investigation and your being accused of a Federal crime.

Whenever appropriate we will ask you for information about your income and your family size so we can make sure that you are paying the right rent to your landlord and that your house or apartment is the right size for your family. When we ask for this information, be sure to:

1. Let us know all income received by members of your household and income that you expect to receive in the next year. Many people forget income from second jobs, overtime, part-time jobs, income received for child support, and social security benefits for the entire household.
2. Let us know the name of everyone expected to live in your household in the next year. If your family size increased, a change in bedroom size may be required.

Your portion of rent to the landlord must not be more than the amount in your lease that we calculated at the time of our review. If you are now paying (or if your landlord asks for) any money in addition to this payment, please report this to us at once. We will determine if these extra payments are legal. Most of these payments are illegal and appropriate action will be taken against the landlord. We will review your case and get back to you shortly. If necessary, you will be given authorization to locate another house or apartment.

It is very important that you report all income and any changes in the number of people living with you. We urge you to be sure that you are meeting these responsibilities so that you will continue to receive assistance and so that this program can serve as many families as possible.

If you know of any cases of fraud by landlords, program participants, and/or PHA employees, or if you have any questions on this subject, please call the Housing Choice Voucher Department.

Thank you for your cooperation.

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I have read, reviewed and received a copy of this "Fraud" memorandum.

(Signature)

(Date)

(Signature)

(Date)

(Signature)

(Date)