



KICKAPOO HOUSING AUTHORITY

888 112th Drive
Horton, KS. 66439
(785) 486-3638
Fax (785) 486-2637

Application for Tribal Rental Housing RENTAL ELIGIBILITY REQUIREMENTS

- 1.) The applicant must be an enrolled member of federally recognized tribe. If at any time the home is not occupied by at least one adult (at least 18 years of age) member of a federally recognized tribe, the lease will terminate with a minimum 30-day notice.
- 2.) The applicant's household income (after tax and other statutory withholdings) must be adequate to support a reasonable rent payment.
- 3.) Rental rates for all rental properties will be based on 30% adjusted income.
- 4.) Applicants must not have any past due debts owed to the Kickapoo Housing Authority. Must have satisfactory past performance in meeting financial obligations, especially rent.
- 5.) Applicants are not eligible to rent tribal housing if they own or have an interest in and right to occupy any other residential property. No second residence.
- 6.) Applicants and potential residents must have a background that indicates they will be able to live harmoniously in the community without presenting danger to the health and safety of other residents. No record of disturbance of neighbors, destruction of property and have good housekeeping habits.
- 7.) Applicants must have no history of criminal activity involving crimes of physical violence to persons or property, or other criminal acts that adversely affect the health, safety, or welfare of themselves or other residents. Applicants are excluded if they have "convictions" for any crime considered being a crime of violence against the person of another or a crime sexually motivated,
- 8.) Applicants are excluded if they have been convicted of any drug offense, including, but not limited to, possession, sale, or use of an illegal substance.
- 9.) In the event that an applicant has been convicted of a felony, it will be at the discretion of the Board of Commissioners as to whether the applicant will be approved for admission. If the felony for which the applicant has been convicted is drug-related, the applicant will be immediately rejected.
- 10.) In the event of receipt of unfavorable information regarding conduct of the applicant, the Housing Authority may give consideration to the time, nature, and extent of the applicant's conduct and factors that might indicate a reasonable probability of favorable future conduct or financial prospect in determining eligibility of the applicant.

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REQUIRED DOCUMENTS

INCOME VERIFICATION -	Three most recent paystubs or an official statement from your employer indicating hours worked and hourly wage.
BENEFITS RECEIVED -	Statement of verification from Social Security Administration, Veterans Administration, Retirement, The Department of Human Services, Child Support, etc.
BIRTH CERTIFICATE(S) -	Copies for all members of the household.
SOCIAL SECURITY CARD(S) -	Copies for all members of the household.
TRIBAL I.D. CARD(S) -	Copies for all members of the household.

ONLY COMPLETED original applications with ALL documents requested will be considered. *Incomplete applications will not be processed.*

Kickapoo Housing Authority
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Please provide ALL information requested. If the question does not pertain to you, fill in N/A. Also, you MUST submit all supporting documents in order to process this application. Incomplete applications will NOT be processed.

Applicant Information:

Tribal Member and Head of Household:

Last Name:

First Name:

Address:

City ST Zip Code

(____) _____
Home Phone/Cell Phone

(____) _____
Work Phone

Student? Y or N Birth Date

Age Social Security

Tribal Affiliation

Tribal Roll Number

(____) _____
Alternate Phone

(____) _____
Emergency Phone

Occupant Information:

List ALL individuals who are expected to live with the applicant. ALL members are subject to a background check. Custody of children, rent and dwelling size are determined in part by the size of the family. In determining the size of the family, the KHA will count all children who are the children of the Applicant and the Applicant's spouse residing together. Other children will be considered if the Applicant can prove legal and residential custody of the child/children. Proof of the above shall be by Birth Certificate and/or order of a court of competent jurisdiction duly signed by a judge, file stamped and certified or other evidence the KHA considers sufficient.

It is your responsibility to update your application every 6 months. Failure will result in the omission of your name from the waiting list.

Occupant Information Continued:

Name	Relationship to Applicant	Birth Date	Social Security	Student? Y or N

Income Information:

Name	Annual Income	Source/Type of Income

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List any members of your household with a disability:

Name: _____ Disability: _____

List any members of your household who is a Veteran: _____

(Must provide documentation)

We have a Zero Tolerance for anyone convicted of a felonious crime, including but not limited to: Drugs, Alcohol or Abuse (of ANY kind). Have you or ANY member of your household been arrested or convicted for a drug, alcohol, or domestic related offense?

Note: A Background Check will be performed- Yes No

If yes, please explain: _____

We have a Zero Tolerance for anyone who is a Registered Offender. Are you or ANY member of your household listed on the Registered Sex Offenders list?

Note: A Background Check will be performed- Yes No

Do you or does ANY member of your household have an unpaid debt owed to the Kickapoo Housing Authority (KHA)? Yes No

If yes, please explain: _____

Residential History:

How long have you lived at your current address? _____

Do you own or rent at your current address? Own Rent

Do you or does ANY member of your household own any residential property? Yes No

If yes, please explain: _____

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Has an eviction action ever been instituted against you? Yes No

If yes, please explain: _____

Have you ever vacated a unit owing rent or damages? Yes No

If yes, please explain: _____

References:

Reference Name	Address	Phone Number	Years Known

Do you own a pet? Yes No

If yes, what type? _____

NOTE: All deposits are to be paid in full *prior* to occupancy and documentation is required. Listed below are the deposits you will have to pay.

Kickapoo Housing Authority Security Deposit: \$200.00
\$100.00 (Elderly/Handicapped)

Kickapoo Housing Authority Pet Deposit: \$200.00

Kickapoo Tribe in Ks - Water/Trash Deposit: \$50.00

Electric Company Deposit: To Be Determined by Unit

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I/WE CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT TO THE BEST OF MY/OUR KNOWLEDGE. I/WE HEREBY AUTHORIZE THE KICKAPOO HOUSING AUTHORITY TO VERIFY ANY AND ALL INFORMATION PROVIDED FOR DETERMINING ELIGIBILITY FOR HOUSING. THIS MAY INCLUDE, BUT IS NOT LIMITED TO, EMPLOYMENT RECORDS, SOCIAL SERVICES RECORDS, PUBLIC RECORDS, COURT RECORDS, BACKGROUND CHECKS, RECORDS FROM PREVIOUS LANDLORDS, AND A HOME VISIT TO MY/OUR PRESENT LIVING ARRANGEMENTS. I/WE UNDERSTAND THAT FALSE STATEMENTS ARE PUNISHABLE UNDER FEDERAL/TRIBAL LAW. I/WE ALSO UNDERSTAND THAT FALSE STATEMENTS OR FALSE INFORMATION ARE GROUNDS FOR IMMEDIATE DENIAL ON MY/OUR HOUSING APPLICATION AND GROUNDS FOR IMMEDIATE TERMINATION OF TENANCY IF APPLICABLE.

Signature of Tribal Member/Head of Household

Date

Signature of Spouse

Date

Adult Household Member

Date

Adult Household Member

Date

Adult Household Member

Date

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