



2931 MISSION STREET, SANTA CRUZ, CALIFORNIA 95060
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Website: www.hacosantacruz.org

Wait List Information: (831) 454-5950
TDD: (831) 469-0122

APPLICATION FOR USDA-RHS FARM WORKER HOUSING

ABOUT THE USDA-RHS FARM WORKER HOUSING PROGRAM

The Housing Authority of the County of Santa Cruz owns and manages 70 two and three bedroom units of U.S. Department of Agriculture-Rural Housing Service (USDA-RHS) in Santa Cruz County at two different sites in and near Watsonville. This program is designed to provide affordable housing to households where at least one household member earns a substantial portion of their income as farm laborers **and** is either a United States citizen or legal resident.

USDA-RHS tenants pay their rent directly to the Housing Authority at rental rates approved by the U.S. Department of Agriculture-Rural Housing Service.

USDA-RHS units in Santa Cruz County have historically had little tenant turnover and are usually fully occupied. Once on the USDA-RHS Program, households are entitled to stay for as long as they remain program eligible. After initial occupancy, program eligibility is re-determined annually. The family does not take the subsidy with them when they move and the subsidy is a “flat rent,” that is, it is not geared to the family’s income and will not change with a change in income.

REQUIRED CRITERIA FOR PROGRAM ELIGIBILITY

Please be aware that in order to participate in the USDA-RHS Farm Worker Housing Program, applicants must pass a strict eligibility process that includes comprehensive screening and background checks.

1. Each household must demonstrate that they earn a substantial portion of their income from farm labor. All income information will be verified with the employer.
2. The qualifying adult in the household (the farmworker) must either be a US Citizen or reside in the United States after being legally admitted for permanent residence. The Housing Authority requires proof of citizenship or INS documentation indicating legal status. (All documentation will be verified by the INS.)
3. If either of the first two criteria are not met, your family will be determined ineligible. If your household meets the two above criteria, the Housing Authority will conduct extensive screening and evaluation to ensure that suitable households are assisted. Such screening includes but is not limited to the following:
 - a. Criminal background checks
 - b. Credit checks
 - c. Landlord references and rental history
 - d. Housekeeping inspection

Therefore, we may deny assistance to your family if you have arrests, bad credit, evictions, or other negative findings.

HOW TO GET ON THE USDA-RHS FARM WORKER HOUSING WAITING LIST

A Waiting List has been established for those who meet the above criteria for tenancy in USDA-RHS units. When the Waiting List is open, households may apply at any time. All applicants will be placed on the Housing Authority's USDA-RHS Waiting List by date of application. The period of time an applicant must wait for USDA-RHS assistance cannot be estimated and is dependent solely on turnover in the program.

Please read the eligibility criteria on the reverse side of this page. If, after reading the required criteria, you believe you are eligible for participation in the USDA-RHS Farm Worker Housing Program, you may submit the attached pre-application to be added to the waiting list. The following instructions will help you complete all of the enclosed forms fully and accurately. Incomplete submittals will be returned to you for completion, and will delay your date of placement on the waiting list.

1. COMPLETE AND SIGN THE PRE-APPLICATION FOR USDA-RHS FARM WORKER HOUSING

- Complete *all* information on all pages of the form. If a question is not applicable to you, answer "No" or "NA".
- If you need additional space to answer any question, attach additional pages as needed.

2. IF YOU NEED ASSISTANCE COMPLETING THESE FORMS, PLEASE CALL THE HOUSING AUTHORITY INFORMATION CENTER AT (831) 454-5955 IMMEDIATELY.

MAIL INFORMATION TO:

**HOUSING AUTHORITY OF THE COUNTY OF SANTA CRUZ
2931 MISSION STREET – SANTA CRUZ, CA 95060**



This institution is an equal opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.”