



MAINE
CENTRALIZED SECTION 8/HCV WAITING LIST
APPLICATION UPDATE FORM

APPLICATION ID#: - - -

Public Housing Authorities (PHAs) on the Maine CWL are requesting an update to your application. To remain on the waiting list, you must update your current application and provide more information about your household. **The deadline to submit your application update is January 1, 2022.**

The Maine Centralized Section 8/HCV Waiting List is a partnership between 20 public housing authorities (PHAs) within the State of Maine which have streamlined their application process for a Section 8 Housing Choice Voucher. Each participating PHA selects participants to their Section 8 Voucher program from the Centralized Waiting List in accordance with their local policy.

How to Submit an Updated Application:

To update your application by mail or in person please fill out the entire enclosed application update form, sign it and return it to ONE of the participating PHAs nearest you. Each participating PHA accepts application updates via mail or in person during normal business hours. Only ONE application per family will be accepted. Due to COVID-19 restrictions, the office may be closed to the public, please call ahead. Income and other eligibility requirements may be found on our website.

To submit your application update by mail please send the entire enclosed application update form to:

AffordableHousing.com
P.O. Box 272530
Boca Raton, FL 33427

How to Check Your Application Status:

Participating PHAs cannot give an estimated waiting time or your number on the waiting list. The most important thing that you can do, while you wait is to keep your information updated. If you are unable to access your application online, you can submit a change in your application in person at a participating PHA or by mailing a written change to a participating PHA. If you do not respond to any correspondence mailed to you, your application will be removed from the waiting list.

Manage Your Application Online!

For a list of participating housing authorities and their contact information, to update your application or edit your application and for more information on the Maine Section 8 Centralized Waiting List please visit:

www.MaineSection8CentralWaitlist.org or www.affordablehousing.com/MaineCWL



Application Conditions and Waiting List Preferences

Your eligibility to apply and preferences on a waiting list are determined based on information you provide on your application. It is important that you accurately answer every question and complete every field so that your application can be added to a waiting list and receive any priority that you are eligible for. For more information about eligibility and preferences please refer to the policy for the program or property you are applying to. Please note that not all waiting lists use preferences to prioritize the waiting list

A reference icon (ⓘ) on the application indicates there is more information to refer to on this page:

Primary Applicant/ Head-of-Household

The adult member of the family, or emancipated minor, who is the head of the household for purposes of determining income eligibility and rent and who is responsible for ensuring that the family fulfills all its responsibilities.

Date of Birth

Used to determine a household member's age and if they are considered a Minor: under 18 years of age; an Adult: at least 18 years of age; or Elderly: at least 62 years of age.

Disabled

Any condition or characteristic that renders an individual a person with disabilities (handicaps). A PHA may adopt a preference for admission of families that include a person with disabilities or eligibility for admission is dependent on you or a family member in the household being a person with a disability.

Social Security Number/ Alien ID Number

Your Social Security number is used to identify your application and prevent duplicate applications. If you do not have one, you may enter an Alien ID number or request a temporary ID to use in place of a SSN by writing N/A in place of a number. You can update your SSN or Alien ID number later if you receive one.

Living in a Permanent Residence

Currently living in unit with a signed/current lease or you own your home.

Living in a Shelter or Hotel/Motel

Living in a shelter that provides temporary living arrangements, for example congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by a government program.

Living in a Temporary Residence or Institution

Temporarily staying with family, friends, faith-based or other social networks or institution, including a hospital, substance abuse or mental health treatment facility, or jail/prison.

Living in a Place Not Normally Used for Housing

Spending most nights living in a car, park, abandoned building, bus or train station, airport, camping ground, or any other place that is not normally used for housing.

At a Risk of Losing Current Residence/Housing

Your household is at risk of losing primary nighttime residence soon and lack sufficient resources or support networks (family, friends, etc.) to prevent moving into a shelter or into other temporary living arrangements.

Rent and Utilities

Rent is defined as the actual monthly amount due under a lease or occupancy agreement between a family and current landlord, plus the monthly amount of tenant supplied utilities.

Bedroom Size

PHA policy that specifies the unit size and number of bedrooms appropriate for different family sizes. Occupancy standards ensure that tenants are treated fairly and consistently and receive adequate housing space.

Employment/Earned Income

Earned income includes all gross income from employment, (before taxes). Examples of earned income are: wages; salaries; tips; and other taxable employee compensation. Earned income also includes net earnings from self-employment. Please note that the address of your employer may be used to determine residency preference.

Other Income (Non-employment income)

Includes all other non-employment/earned income. Examples of other income are: pensions and annuities, welfare benefits, unemployment compensation, worker's compensation benefits, social security benefits, Disability Insurance Payments, SSA, SSI Federal, SSI State, Child Support, Alimony, Adoption Subsidy Payments, Education Grants, Stipends, Scholarships, Trade Union Benefits, Unemployment, Public Assistance, interest earned from assets, and recurring contributions such as: money someone gives you to pay your bills OR gives you as spending money OR the person uses to pay your bills directly.

Attending School or a Job Training Program

Enrolled either full-time or part-time at an institution of higher education or is attending an education or training program that is designed to prepare individuals for the job market. Please note that the address of your school or training program may be used to determine residency preference, if applicable.

Co-Applicant/Co-Head of Household

An adult member of the family, or emancipated minor, who is treated the same as a head of the household for purposes of determining income, eligibility, and rent. A Co-Applicant/Co-Head of Household may be the spouse (marriage partner) of the head-of-household or a designated co-head, but not both. A family can have only one co-head (if head-of-household has a spouse, they cannot designate another household member a 'co-head').

1 Primary Applicant/ Head-of-Household ⁽ⁱ⁾

Name: _____
First Middle Initial Last

Phone: _____ May we send text messages to this number? Yes No

Email: _____

Date of Birth (MM/DD/YYYY): ⁽ⁱ⁾ ____ / ____ / ____ Gender: _____

Are you a U.S. Citizen? Yes No Are you disabled? ⁽ⁱ⁾ Yes No

Social Security Number (SSN) or Alien ID Number: ⁽ⁱ⁾ ____ - ____ - ____

Primary spoken language: _____ Primary written language: _____

Current Living Situation: Please select one:

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

Is your household at risk of losing the current residence? ⁽ⁱ⁾ Yes No

What is your current monthly rent/mortgage payment? \$ _____

What is your total monthly out of pocket cost for utilities (heat/electricity)? \$ _____

How much of your monthly total household income do you use to pay for rent and utilities? ⁽ⁱ⁾

- Less than 30% 30%-40% 40%-50% 50% or Greater

How many people live in your household? ____ How many bedrooms does your household require? ⁽ⁱ⁾ ____

Current Address:

Your current address is where you currently live or is your primary nighttime residence. If you do not have a street address, you may provide the city/town, state, and zip code of the place you spend most nights. Please note that your current address may be used to determine local residency preference, if applicable.

Street City State Zip Code

Mailing Address:

If you have no current address or would like mail sent to a different address you can enter an alternate address to send any mail correspondence about your application.

Street City State Zip Code

Emergency Contact (Optional):

You may provide contact information of a person or organization that may be able to help in resolving any issues that may arise during the application process or to assist in providing any special care or services you require.

Name of contact person: _____

Phone: _____ Relationship to applicant: Parent Child Sibling Other

Primary Applicant/ Head-of-Household Income:

Are you currently employed or have you been hired for a job? ⓘ Yes No

If yes, please give information on all of your employment. If you have more than two jobs, please add employment information on a separate page.

1. Where is your employer/job located? _____
City State Zip Code

Total income before taxes from this job: ⓘ \$ _____ Monthly Annually

2. Where is your employer/job located? _____
City State Zip Code

Total income before taxes from this job: ⓘ \$ _____ Monthly Annually

What is your total income from ALL OTHER sources (not including income from a job): ⓘ \$ _____ Monthly Annually

Primary Applicant/ Head-of-Household School and Job Training:

Are you attending school or enrolled in a training program? ⓘ Yes No

If yes, please give information on all of your schools/training programs. If you have more than one, please add information on a separate page.

Are you attending full time or part time (as determined by your school/training program)? ⓘ

Full time Part Time

What level are you currently enrolled in?

Kindergarten Elementary(K-6) Middle(6-8) High(9-12) College/University Training

School Name: _____

Where is this school located?

_____ Street City State Zip Code

Primary Applicant/ Head of Household Veteran Status:

Have you ever served on active duty in the U. S. armed forces, reserves, or National Guard and, if no longer serving, were discharged under conditions other than dishonorable? Yes No

If yes, what years did you serve? _____

Are you a widow/widower (surviving spouse) of a person who served on active duty in the U.S. armed forces, reserves, or National Guard and was discharged under conditions other than dishonorable? Yes No

If yes, what years did your spouse serve? _____

Head-of-Household Race and Ethnicity: (Optional. Asked for HUD reporting purposes.)

Race: White Black or African American Alaska Native or Native American

Asian Pacific Islander Other

Ethnicity: Hispanic or Latino Non Hispanic or Latino

2 Household Member (Skip if there are no other household members)

Name: _____
First Middle Initial Last

Relationship to the Head of Household:

Spouse Partner Parent Child Sibling Foster Child Live in Aid Other

Date of Birth (MM/DD/YYYY): (i) ____/____/____ Gender: _____

Is this household member a U.S. Citizen? (i) Yes No Is this household member disabled? (i) Yes No

Social Security Number (SSN) or Alien ID Number: (i) ____ - ____ - ____

Is this household member the co-head of household? (i) Yes No

Household Member 2 Income:

Is this Household Member currently employed or have you been hired for a job? (i) Yes No

If yes, please give information on all of their employment. If they have more than two jobs, please add employment information on a separate page.

1. Where is the employer/job located? _____
City State Zip Code

Total income before taxes from this job: (i) \$ _____ Monthly Annually

2. Where is the employer/job located? _____
City State Zip Code

Total income before taxes from this job: (i) \$ _____ Monthly Annually

What is the total income from ALL OTHER sources (not including income from a job): (i) \$ _____ Monthly Annually

Household Member 2 School and Job Training:

Is this Household Member in school or enrolled in a training program? (i) Yes No

If yes, please give information on all of your schools/training programs. If they have more than one, please add information on a separate page.

If yes, are they attending full or part time/ what level are they currently enrolled in? Please pick one for each question:

Full time Part Time

What level are they currently enrolled in?

Kindergarten Elementary(K-6) Middle(6-8) High(9-12) College/University Training

School Name: _____

Where is this school located?

Street City State Zip Code

Household Member 2 Veteran Status:

Has this Household Member ever served on active duty in the U. S. armed forces, reserves, or National Guard and, if no longer serving, were discharged under conditions other than dishonorable? Yes No

If yes, what years did you serve? _____

Is this Household Member a widow/widower (surviving spouse) of a person who served on active duty in the U.S. armed forces, reserves, or National Guard and was discharged under conditions other than dishonorable? Yes No

If yes, what years did your spouse serve? _____

3 Household Member (Skip if there are no other household members)

Name: _____
First Middle Initial Last

Relationship to the Head of Household:

Spouse Partner Parent Child Sibling Foster Child Live in Aid Other

Date of Birth (MM/DD/YYYY): (i) ____/____/____ Gender: _____

Is this household member a U.S. Citizen? (i) Yes No Is this household member disabled? (i) Yes No

Social Security Number (SSN) or Alien ID Number: (i) ____ - ____ - ____

Is this household member the co-head of household? (i) Yes No

Household Member 3 Income:

Is this Household Member currently employed or have you been hired for a job? (i) Yes No

If yes, please give information on all of their employment. If they have more than two jobs, please add employment information on a separate page.

1. Where is the employer/job located? _____
City State Zip Code

Total income before taxes from this job: (i) \$ _____ Monthly Annually

2. Where is the employer/job located? _____
City State Zip Code

Total income before taxes from this job: (i) \$ _____ Monthly Annually

What is the total income from ALL OTHER sources (not including income from a job): (i) \$ _____ Monthly Annually

Household Member 3 School and Job Training:

Is this Household Member in school or enrolled in a training program? (i) Yes No

If yes, please give information on all of your schools/training programs. If they have more than one, please add information on a separate page.

If yes, are they attending full or part time/ what level are they currently enrolled in? Please pick one for each question:

Full time Part Time

What level are they currently enrolled in?

Kindergarten Elementary(K-6) Middle(6-8) High(9-12) College/University Training

School Name: _____

Where is this school located?

_____ Street City State Zip Code

Household Member 3 Veteran Status:

Has this Household Member ever served on active duty in the U. S. armed forces, reserves, or National Guard and, if no longer serving, were discharged under conditions other than dishonorable? Yes No

If yes, what years did you serve? _____

Is this Household Member a widow/widower (surviving spouse) of a person who served on active duty in the U.S. armed forces, reserves, or National Guard and was discharged under conditions other than dishonorable? Yes No

If yes, what years did your spouse serve? _____

4 Household Member (Skip if there are no other household members)

Name: _____
First Middle Initial Last

Relationship to the Head of Household:

Spouse Partner Parent Child Sibling Foster Child Live in Aid Other

Date of Birth (MM/DD/YYYY): (i) ____/____/____ Gender: _____

Is this household member a U.S. Citizen? (i) Yes No Is this household member disabled? (i) Yes No

Social Security Number (SSN) or Alien ID Number: (i) ____ - ____ - ____

Is this household member the co-head of household? (i) Yes No

Household Member 4 Income:

Is this Household Member currently employed or have you been hired for a job? (i) Yes No

If yes, please give information on all of their employment. If they have more than two jobs, please add employment information on a separate page.

1. Where is the employer/job located? _____
City State Zip Code

Total income before taxes from this job: (i) \$ _____ Monthly Annually

2. Where is the employer/job located? _____
City State Zip Code

Total income before taxes from this job: (i) \$ _____ Monthly Annually

What is the total income from ALL OTHER sources (not including income from a job): (i) \$ _____ Monthly Annually

Household Member 4 School and Job Training:

Is this Household Member in school or enrolled in a training program? (i) Yes No

If yes, please give information on all of your schools/training programs. If they have more than one, please add information on a separate page.

If yes, are they attending full or part time/ what level are they currently enrolled in? Please pick one for each question:

Full time Part Time

What level are they currently enrolled in?

Kindergarten Elementary(K-6) Middle(6-8) High(9-12) College/University Training

School Name: _____

Where is this school located?

_____ Street City State Zip Code

Household Member 4 Veteran Status:

Has this Household Member ever served on active duty in the U. S. armed forces, reserves, or National Guard and, if no longer serving, were discharged under conditions other than dishonorable? Yes No

If yes, what years did you serve? _____

Is this Household Member a widow/widower (surviving spouse) of a person who served on active duty in the U.S. armed forces, reserves, or National Guard and was discharged under conditions other than dishonorable? Yes No

If yes, what years did your spouse serve? _____

Use the Additional Household Member Form to add more household members to your application.

Household Conditions

Have you or anyone in your household been displaced or is at risk of being displaced from their home due to any of these household conditions? Check the box next to any conditions that apply.

A Natural Disaster

Such as a fire or flood, which left your housing unit uninhabitable.

Name of Disaster: _____

Date of Disaster: ____/____/____ Date Displaced or will be Displaced: ____/____/____

Location of Disaster: _____

Action of a Housing Owner

Forced you to vacate your unit for a reason you were unable to prevent.

Domestic Violence

Actual or threatened physical violence directed against one or more members of your family by another member of the household which occurred recently or of a continuing nature.

Hate Crimes

Actual or threatened physical violence or intimidation that is directed against a person or his or her property based on the person's race, color, religion, sex, national origin, handicap, or familial status which occurred recently or is of a continuing nature.

A Government Action

Activity carried out by an agency of the United States or by any State or local governmental body or agency in connection with code enforcement or a public improvement or development program.

Inaccessibility of a Unit or Severe Medical Emergency

Household member with mobility, or other impairment that made them unable to use critical elements of the housing unit or is suffering from severe medical emergency, illness, or injury which is life-threatening and has been caused by the lack of suitable housing or the lack of such suitable housing is a substantial impediment to treatment or recovery.

Witness Protection or to Avoid Reprisals

Household member(s) providing information on criminal activities to a law enforcement agency and based on a threat assessment, a law enforcement agency recommends rehousing your family avoid or minimize a risk of violence against family members to avoid reprisal for providing such information.

Are you or any household member:

Fleeing home due to dangerous conditions

Fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child.

Living in substandard housing

Does not provide safe and adequate shelter and endangers the health, safety, or well-being of family; or has one or more critical defects or combination of intermediate defects in sufficient number, in need of considerable repair or rebuilding.

Are you or any household member who is an individual with a disability:

Living in an institution that provides a temporary residence

Congregate settings populated exclusively or primarily with individuals with disabilities.

At serious risk of moving into an institution that provides a temporary residence

Experiencing lack of access to supportive services for independent living.

Recently discharged from an institution that provided a temporary residence

Including a hospital, substance abuse or mental health treatment facility, or jail/prison, where he/she stayed for 90 days or less and was living in an emergency shelter or place not meant for human habitation immediately before entering the institution.

Sign and Submit

We are committed to making sure that all of our programs, services and activities are fully accessible to persons regardless of race, color, religion, gender, sexual orientation, national origin, ancestry, age, physical or mental disability, familial status or the receipt of public assistance. If you, or anyone in your family, encounter any type of barrier that prevent you from receiving the full benefit of the Section 8 Housing Choice Voucher Program, please contact a participating housing authority. You can also contact the Fair Housing and Equal Opportunity National toll-free hot line number: 1-800-669-9777.

Applicants may request a "reasonable accommodation" if they or any other family member has a disability when such an accommodation is necessary to afford persons with disabilities an equal opportunity to use and enjoy their housing. Language assistance and other appropriate communication auxiliary aids and services are available upon request. Please call any of the Participating Housing Authorities if you have questions about your rights to accommodation.

Note: Federal regulations prohibit rental assistance to persons other than United States citizens, nationals, or certain categories of eligible non-U.S. citizens. Families with some eligible family members may be entitled to prorated housing assistance.

Participating housing authorities may have separate waiting lists for project-based vouchers or other housing programs. Please contact participating housing authorities directly to request information on other housing options that may be available.

Please submit the completed application to the participating Housing Authority NEAREST YOU. Incomplete applications will not be accepted. They will be returned, if possible, for completion. If you have any questions, please contact one of the Participating Housing Authorities or our partners, AffordableHousing.com, at 866-466-7328.

Applicant's Certification:

I understand that this preliminary application is not an offer of housing or housing assistance. I understand that before an offer for housing or housing assistance is offered, I must provide written documentation, upon request, that verifies my circumstances. I understand that it is my responsibility to keep my application current with any changes in contact information, household composition, income or any other information on my preliminary application at all times. I understand that if I do not respond to requests for information or updates, my preliminary application will be removed from the waiting list. I certify that the information I have given in this preliminary application is true and correct to the best of my knowledge and belief. I understand that any false statement or misrepresentation may result in the denial of my preliminary application.

X _____

Signature of Primary Applicant/ Head-of-Household

Date



Additional Questions

Do you currently reside at the Tedford Housing Individual or Family Shelter? Yes No

Is the head of your household or their spouse retired from working in Waterville, Winslow, Sidney, or Oakland?
(The head of household or spouse must be retired and must have been working in Waterville, ME; Winslow, ME; Sidney, ME; or Oakland, ME at the time of retirement.) Yes No

Has your household been displaced by municipal development in the City of Lewiston, Maine?
(A family which will be or has been within the three-year period ending on the date of application, displaced by any low-rent housing project, public slum-clearance project or public redevelopment project, in the City of Lewiston.) Yes No

Are you exiting the "First Place Program" for chronically homeless youth?
(First Place offers an Enhanced Services curriculum, which offers life skills assessments, workshops in housing independence and life skills, and assistance in working toward housing goals.) Yes No

Is there anyone in the household with a disabling condition that has been continuously homeless for a year or more, or had at least four (4) episodes of homelessness in the past three (3) years?
(To be considered chronically homeless, a person or family must have been sleeping in a place not meant for human habitation (i.e. living on the streets or in a car, camping, etc) and/or been in an emergency shelter within the area of the Housing Authority during that time.) Yes No

Do you qualify for the Foster Youth to Independence (FYI) Initiative?
(Youth at least 18 years and not more than 24 years of age (have not reached their 25th birthday) who left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in Section 475(5)(H) of the Social Security Act and are homeless or are at risk of becoming homeless at age 16 or older.) Yes No

Are you a family of a deceased veteran whose death was service-related?
(As determined by the U.S. Veterans Administration.) Yes No

Do you have at least 50/50 custody of minors in the household?
(Dependents that are subject to a joint custody arrangement will be considered a member of the family, if they live with the applicant or participant family 50 percent or more of the time.) Yes No

Is any household member pregnant?
(Expecting a child within the next 9 months.) Yes No

Do you require a special accommodation to participate in the application process? Yes No
If YES, please describe what you need:

Does any member of the household require a mobility, vision, or hearing unit? Yes No

Additional Household Member Form

Name: _____
First Middle Initial Last

Relationship to the Head of Household:

Spouse Partner Parent Child Sibling Foster Child Live in Aid Other

Date of Birth (MM/DD/YYYY): (i) ____/____/____ Gender: _____

Is this household member a U.S. Citizen? (i) Yes No Is this household member disabled? (i) Yes No

Social Security Number (SSN) or Alien ID Number: (i) ____ - ____ - ____

Is this household member the co-head of household? (i) Yes No

Household Member _ Income:

Is this Household Member currently employed or have you been hired for a job? (i) Yes No

If yes, please give information on all of their employment. If they have more than two jobs, please add employment information on a separate page.

1. Where is the employer/job located? _____
City State Zip Code

Total income before taxes from this job: (i) \$ _____ Monthly Annually

2. Where is the employer/job located? _____
City State Zip Code

Total income before taxes from this job: (i) \$ _____ Monthly Annually

What is the total income from ALL OTHER sources (not including income from a job): (i) \$ _____ Monthly Annually

Household Member _ School and Job Training:

Is this Household Member in school or enrolled in a training program? (i) Yes No

If yes, please give information on all of your schools/training programs. If they have more than one, please add information on a separate page.

If yes, are they attending full or part time/ what level are they currently enrolled in? Please pick one for each question:

Full time Part Time

What level are they currently enrolled in?

Kindergarten Elementary(K-6) Middle(6-8) High(9-12) College/University Training

School Name: _____

Where is this school located?

_____ Street City State Zip Code

Household Member _ Veteran Status:

Has this Household Member ever served on active duty in the U. S. armed forces, reserves, or National Guard and, if no longer serving, were discharged under conditions other than dishonorable? Yes No

If yes, what years did you serve? _____

Is this Household Member a widow/widower (surviving spouse) of a person who served on active duty in the U.S. armed forces, reserves, or National Guard and was discharged under conditions other than dishonorable? Yes No

If yes, what years did your spouse serve? _____