Family Certification of Briefing

Moderate Rehabilitation Program

This is to certify that on this date I have completed a family briefing to participate in the Moderate Rehabilitation Housing Program.

The items below have been explained to me by a MaineHousing representative. I understand that should I need further explanation on any or all of these items, it is always available to me in person, by telephone or in writing:

* + A description of how the Moderate Rehabilitation Program works.
	+ My responsibilities to the landlord.
	+ My family obligations to MaineHousing.
	+ How the Housing Assistance Payment (HAP) is determined for my family.
	+ An explanation of the grounds for termination of assistance.
	+ When and how I am required to report any and all family member income and/or family composition changes **in writing** within **14** calendar days of the change to MaineHousing.
	+ Requirements to notify MaineHousing and the Landlord if the family is away or is moving from the unit.
	+ If the tenant moves out of the unit the subsidy for the family will end.
	+ At the time of my move out the Owner/Landlord may request a move inspection for the unit and is allowed to file an unpaid rent/damage claim to MaineHousing to cover costs associated with these items.
	+ If MaineHousing pays an unpaid rent/damage claim on the tenant’s behalf the tenant will be responsible to repay that debt to MaineHousing. Non-payment of this debt may prevent the tenant from receiving further housing assistance.
	+ Requirements surrounding Housing Quality Standards Inspections.
	+ The security deposit is based on income and is generally the same as the first month’s tenant share of rent.

The following documents have been provided to me on this date:

* Family Information Sheet
* Fair Housing and Related Services
* Reasonable Accommodation Policy
* VAWA Form
* Housing Discrimination
* Protect your Family from Lead
* Move In Inspection Checklist
* A Good Place to Live
* Is Fraud Worth It?
* Mod Rehab Tenancy Addendum
* Notice to Applicants Regarding Debts Owed
* What you should Know About EIV
* Family Certification of Briefing
* Statement of Family Responsibility

 I understand the rules of the program and will comply with them as long as I participate in the program.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional Household Adult Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Additional Household Adult or Translator *(specify)*