

**February 6, 2017**

### **Compliance Memorandum—Violence Against Women Act (VAWA) Requirements**

On November 16, 2016 HUD Published the Final Rule on the Implementation of the Violence Against Women Reauthorization Act of 2013. The rule became effective on **December 16, 2016** and requires all HUD housing programs to implement new policies and procedures, and forms to ensure that individuals are not denied assistance, evicted, or have their assistance terminated due to their status as victims of domestic violence, dating violence, sexual assault, or stalking.

The final rule expands housing protections to several programs including low-income housing tax credit properties.

This memorandum is to provide you with resources and remind property owners/managers of responsibilities for implementing VAWA requirements. If your property has not already implemented these changes, please review your policies and procedures to incorporate these changes.

Attached is a Q and A which provides some detail for housing providers about VAWA. Also attached are several newly-released documents for your use in adhering to VAWA.

### **Notice Of Tenants Rights Under VAWA**

This is a template which should be transferred to your letterhead and provided to each rental applicant. As the name implies, it explains the rights that both rental applicants and tenants have under VAWA. Please review the VAWA 2013 Q & A section D. and E. for more information regarding this notice.

### **VAWA 2013 Lease Addendum**

This is an addendum that should be added to your lease agreement documentation. Each household is required to complete the addendum when a lease agreement is executed at move-in.

### **Model Emergency Transfer Plan**

This is also a template which should be customized to include your name as the housing provider, transferred to your letterhead, and provided to each tenant. The Emergency Transfer Plan communicates to your tenants your commitment to providing the safeguards afforded by VAWA, and explains the process for a tenant seeking assistance under VAWA.

### **Certification of Domestic Violence**

This document is one of the ways a rental applicant or tenant can communicate to you their request for relief under VAWA. This form should be provided to all rental applicants and tenants.

### **Emergency Transfer Request**

This document is used by a tenant seeking an emergency transfer from their unit under VAWA. This form should be provided to all tenants.

Annually owners are required to self-certify that the property is in compliance with VAWA. Please carefully review the attached materials and provide them to those responsible for property management LIHTC properties. All of the documents can also be found LIHTC program pages of our website: [www.ndhfa.org](http://www.ndhfa.org). Please don't hesitate to contact myself or Tania Reiker Compliance Specialist at [treiker@nd.gov](mailto:treiker@nd.gov) with any questions.