



255 Iowa Ave SE ▲ PO Box 283 ▲ Huron, SD 57350

Phone: 605-352-1520 ▲ Fax: 605-352-6382

hha@huronhousingauthority.com

www.huronhousingauthority.com

This Agency is an equal opportunity provider and employer.



Security Deposit Assistance Program Application

The Security Deposit Assistance Program will help pay Security Deposits for eligible applicants. **Please check the category below for which you are claiming eligibility:**

Homeless Individual or Family _____	Chronically Homeless Individual _____
Elderly Person _____	Person with Disabilities _____
Victim of Domestic Abuse _____	Illiterate Person _____
Person with HIV/AIDS _____	

The prospective tenant must complete an application and attach documentation of income in order to verify eligibility for the program. Income may not exceed 60 percent of the median income by household size. The definition of annual income will be the gross household income as determined through the income verification process.

The rental unit must then be inspected prior to the tenant moving in to ensure that it meets Housing Quality Standards. The tenant must then provide a copy of the unexecuted (unsigned), written lease which must have no less than a one-year lease term. The security deposit cannot exceed the equivalent of one month's rent and funds can only be used for security deposits.

This program will be available to all individuals and families who present themselves to the Huron Housing Authority or are referred to our agency from other community service providers.

I declare that I have read and understand this application, and to the best of my knowledge and belief, it is true, correct, and complete. Further, I am aware that under SDCL 4-9-5, a person is guilty of a felony if in a governmental matter such as this, he makes false written statements when the statement is material, and he does not believe it to be true.

Applicant Signature

Date



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Security Deposit Assistance Program Process and Procedure FY 2023

STEPS:

- 1) Huron Housing will determine the applicant's financial eligibility for the program.
- 2) Huron Housing will inspect the unit to ensure it is decent, safe, and sanitary prior to move-in.
- 3) Huron Housing will review the landlord's completed lease prior to the applicant signing it.
- 4) Upon final approval, signatures from applicant and landlord will be obtained.
- 5) Huron Housing will mail the Security Deposit check directly to the landlord after move-in.

IMPORTANT #1

To process your application, **you must submit verification of your income.**

EXAMPLES OF INCOME INCLUDES: Alimony Payments, Child Support, Disability Benefits, Military Pay, Retirement Payments, Self-Employment, Social Security Benefits, SSI, Unemployment Benefits, Wages/Salaries, TANF, Worker's Compensation.

DOCUMENTATION REQUIRED FOR INCOME INCLUDES: Provide two current and consecutive original pay stubs, payroll summary reports, SSA benefit verification letters, child support payment stubs, welfare benefit letters and/or printouts, self-employment tax statements, or unemployment benefit notices.

IMPORTANT #2

WE CANNOT ASSIST YOU IF YOU MOVE IN TO THE UNIT PRIOR TO AN INSPECTION.

IMPORTANT #3

THE COMPLETED BUT UNSIGNED LEASE FOR THE UNIT YOU ARE REQUESTING ASSISTANCE FOR MUST BE SUBMITTED FOR REVIEW PRIOR TO MOVE-IN.

INCOME AND EMPLOYMENT:

Do you have any income? _____ Yes _____ No

If yes, please list the income for the all members 18 or older, including income received on behalf of household members under 18. Include all income you expect to receive in the next 12 months. This includes family members who are temporarily absent, such as members serving in the Armed Forces, or members temporarily employed away from home. Income can include:

Alimony, child support, disability benefits, assistance to attend school, food stamps, military pay, periodic gifts, retirement, self employment, social security benefits, SSI, unemployment, wages and salaries, welfare benefits, worker's compensation, lottery winnings in periodic payments, income from assets, etc.

Name of Family Member	Gross Amount Received	How Often Received	Source of Income or Employer Name	Address
		Weekly _____ Bi-Weekly _____ Monthly _____		

PART 2: Rental Owner Information

Owner's Name _____

Address _____
Street City State Zip Code

Home Phone: _____ Work Phone: _____ Cell Phone: _____

PART 3: Rental Unit Information

Address _____
Street Apartment/Unit #

City State Zip Code

PART 4:

Did you attach the required income information?

PART 5:

Did you attach the completed but UNSIGNED lease?