# A Good Place to Live!

#### Introduction

Having a good place to live is important. Through your Public Housing Agency (or PHA) the Section 8 Certificate Program and the Housing Voucher Program help you to rent a good place. You are free to choose any house or apartment you like, as long as it meets certain requirements for quality. Under the Section 8 Certificate Program, the housing cannot cost more than the Fair Market Rent. However, under the Housing Voucher Program, a family may choose to rent an expensive house or apartment and pay the extra amount. Your PHA will give you other information about both programs and the way your part of the rent is determined.

#### **Housing Quality Standards**

Housing quality standards help to insure that your home will be safe, healthy, and comfortable. In the Section 8 Certificate Program and the Housing Voucher Program there are two kinds of housing quality standards.

Things that a home must have in order approved by the PHA, and

Additional things that you should think about for the special needs of your own family. These are items that you can decide.

## The Section 8 Certificate Program and Housing Voucher Program

The Section 8 Certificate Program and Housing Voucher Program allow you to *choose* a house or apartment that you like. It may be where you are living now or somewhere else. The *must have* standards are very basic items that every apartment must have. But a home that has all of the *must have* standards may still not have everything you need or would like. With the help of Section 8 Certificate Program or Housing Voucher Program, you *should* be able to afford a good home, so you should think about what you would like your home to have. You may want a big kitchen or a lot of windows or a first floor apartment. Worn wallpaper or paint may bother you. Think of these things as you are looking for a home. Please take the time to read A Good Place to Live. If you would like to stay in your present home, use this booklet to see if your home meets the housing quality standards. If you want to move, use it each time you go to look for a new house or apartment, and good luck in finding your good place to live.

Read each section carefully. After you find a place to live, you can start the *Request for Lease Approval* process. You may find a place you like that has some problems with it. Check with your PHA about what to do, since it may be possible to correct the problems.

## The Requirements

Every house or apartment must have at least a living room, kitchen, and bathroom. A one-room efficiency apartment with a kitchen area is all right. However, there must be a separate bathroom for the private use of your family. Generally there must be one living/sleeping room for every two family members.

# 1. Living Room

## The Living Room must have:

## Ceiling

A ceiling that is in good condition.

• Not acceptable are large cracks or holes that allow drafts, severe bulging, large amounts of loose or falling surface material such as plaster.

## Walls

Walls that are in good condition.

• Not acceptable are large cracks or holes that allow drafts, severe bulging or leaning, large amounts of loose or falling surface material such as plaster.

## Electricity

At least two electric outlets, or one outlet and one permanent overhead light fixture. Do not count table or floor lamps, ceiling lamps plugged into a socket, and extension cords: they are not permanent.

• Not acceptable are broken or frayed wiring, light fixtures hanging from wires with no other firm support (such as a chain), missing cover plates on switches or outlets, badly cracked outlets.

## Floor

A floor that is in good condition.

• Not acceptable are large cracks or holes, missing or warped floorboards or covering that could cause someone to trip.

## Window

At least one window. Every window must be in good condition.

• Not acceptable are windows with badly cracked, broken or missing panes, and windows that do not shut or, when shut, do not keep out the weather.

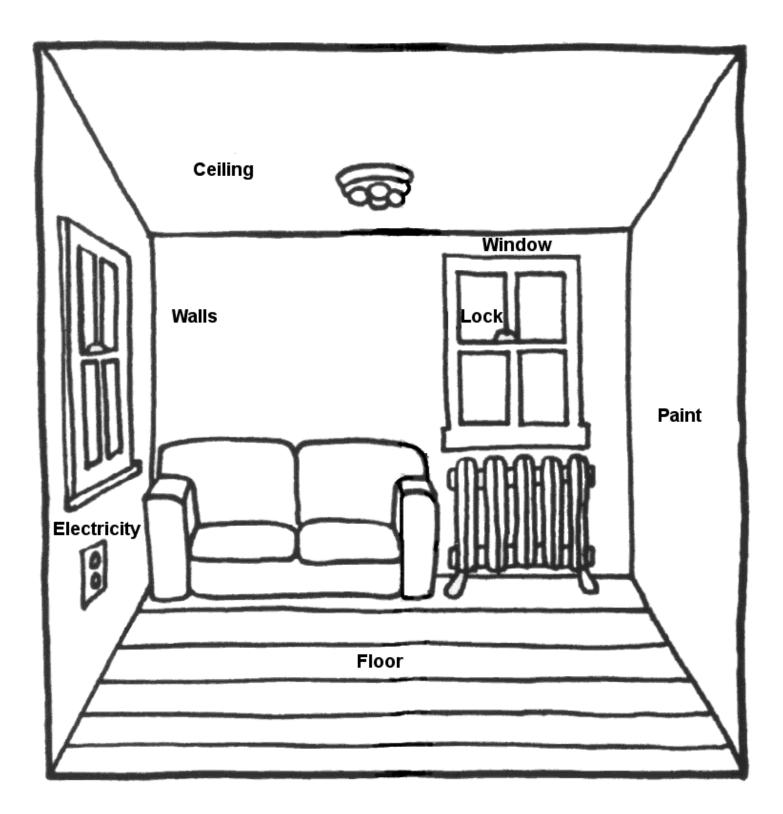
## Lock

A lock that works on all windows and doors that can be reached from the outside, a common public hallway, a fire escape, porch or other outside place that cannot be reached from the ground. A window that cannot be opened is acceptable.

#### Paint

• No peeling or chipping paint if you have children under the age of seven and the house or apartment was built before 1978.

- The types of locks on windows and doors
  - -- Are they safe and secure?
  - -- Have windows that you might like to open been nailed shut?
- The condition of the windows.
  -- Are there small cracks in the panes?
- The amount of weatherization around doors and windows.
  -- Are there storm windows?
  -- Is there weather stripping? If you pay your own utilities, this may be important.
- The location of electric outlets and light fixtures.
- The condition of the paint and wallpaper -- Are they worn, faded, or dirty?
- The condition of the floor. -- Is it scratched and worn?



# 2. Kitchen

#### The Kitchen must have:

## Ceiling

A ceiling that is in good condition.

• Not acceptable are large cracks or holes that allow drafts, severe bulging, large amounts of loose or falling surface material such as plaster.

## Storage

Some space to store food.

#### Electricity

At least one electric outlet and one permanent light fixture.

Do not count table or floor lamps, ceiling lamps plugged into a socket, and extension cards; they are not permanent.

• Not acceptable are broken or frayed wiring, light fixtures hanging from wires with no other firm support (such as a chain), missing cover plates on switches or outlets, badly cracked outlets.

## Stove and Oven

A stove (or range) and oven that works (This can be supplied by the tenant)

#### Floor

A floor that is in good condition.

Not acceptable are large cracks or holes, missing or warped floorboards or covering that could cause someone to trip.

## **Preparation Area**

Some space to prepare food.

#### Paint

No peeling or chipping paint if you have children under the age of seven and the house or apartment was built before 1978.

#### Window

If there is a window, it must be in good condition.

## Lock

A lock that works on all windows and doors that can be reached from the outside, a common public hallway, a fire escape, porch or other outside place that can be reached from the ground. A window that cannot be opened is acceptable.

#### Walls

Walls that are in good condition.

• Not acceptable are large cracks or holes that allow drafts, severe bulging or leaning, large amounts of loose or falling surface material such as plaster.

#### Serving Area

Some space to serve food.

• A separate dining room or dining area in the living room is all right.

#### Refrigerator

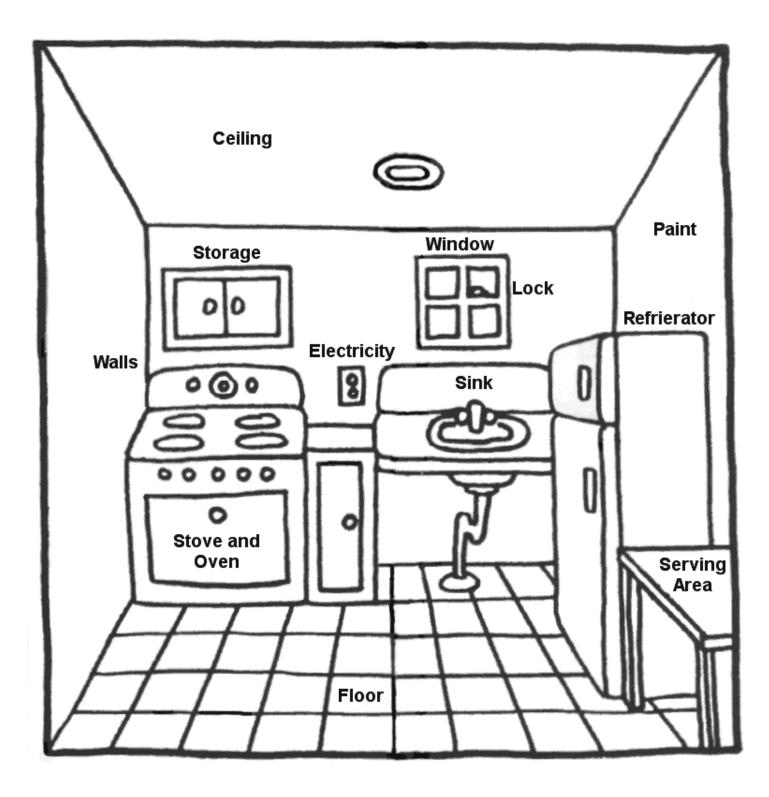
A refrigerator that keeps temperatures low enough so that food does not spoil. (This can be supplied by the tenant.)

#### Sink

A sink with hot and cold running water.

• A bathroom sink will not satisfy this requirement.

- The size of the kitchen.
- The amount, location, and condition of space to store, prepare, and serve food. Is it adequate for the size of your family?
- The size, condition, and location of the refrigerator. Is it adequate for the size of your family?
- The size, condition, and location of your sink.
- Other appliances you would like provided.
- Extra outlets.



# 3. Bathroom

## The Bathroom must have:

## Ceiling

A ceiling that is in good condition.

• Not acceptable are large cracks or holes that allow drafts, severe bulging, large amounts of loose or falling surface material such as plaster.

## Window

A window that opens or a working exhaust fan.

#### Lock

A lock that works on all windows and doors that can be reached from the outside, a common public hallway, a fire escape, porch or other outside place that can be reached from the ground.

## Toilet

A flush toilet that works.

## **Tub or Shower**

A tub or shower with hot and cold running water.

## Floor

A floor that is in good condition.

• Not acceptable are large cracks or holes, missing or warped floorboards or covering that could cause someone to trip.

## Paint

• No chipping or peeling paint if you have children under the age of seven and the house or apartment was built before 1978.

#### Walls

Walls that are in good condition.

• Not acceptable are large cracks or holes that allow drafts, severe bulging or leaning, large amounts of loose or falling surface such as plaster.

#### Electricity

At least one permanent overhead or wall light fixture.

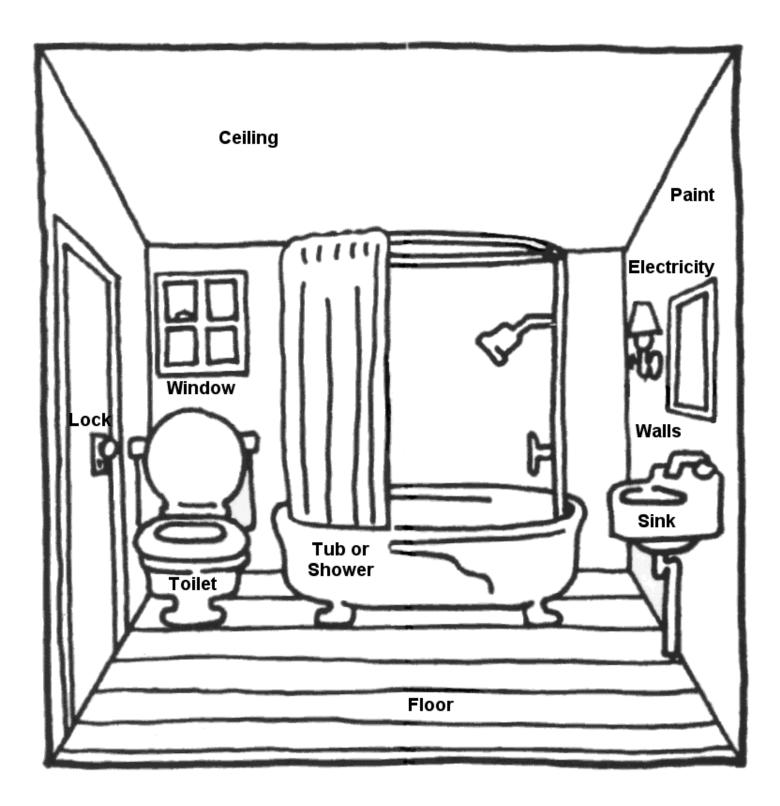
• Not acceptable are broken or frayed wiring, light fixtures hanging from wires with no other firm support (such as a chain), missing cover plates on switches or outlets, badly cracked outlets.

#### Sink

A sink with hot and cold running water.

• A kitchen sink will not satisfy this requirement.

- The size of the bathroom and the amount of privacy.
- The appearances of the toilet, sink, and shower or tub.
- The appearance of the grout and seal along the floor and where the tub meets the wall.
- The appearance of the floor and walls.
- The size of the hot water heater.
- A cabinet with a mirror.



# 4. Other Rooms

**Other rooms that are lived in include:** bedrooms, dens, halls, and finished basements or enclosed, heated porches. The requirements for other rooms that are lived in are similar to the requirements for the living room as explained below.

#### Other Rooms Used for Living must have:

#### Ceiling

A ceiling that is in good condition.

• Not acceptable are large cracks or holes that allow drafts, severe bulging, large amounts of loose or falling surface material such as plaster,

#### Walls

Walls that are in good condition.

• Not acceptable are large cracks or holes that allow drafts, severe bulging or leaning, large amounts of loose or falling surface material such as plaster.

#### Paint

• No chipping or peeling paint if you have children under the age of seven and the house or apartment was built before 1978.

#### **Electricity in Bedrooms**

Same requirement as for living room.

In All Other Rooms Used for Living: There is no specific standard for electricity, but there must be either natural illumination (a window) or an electric light fixture or outlet.

#### Floor

A floor that is in good condition.

• Not acceptable are large cracks or holes, missing or warped floorboards or covering that could cause someone to trip.

#### Lock

A lock that works on all windows and doors that can be reached from the outside, a common public hallway, a fire escape, porch or other outside place that can be reached from the ground.

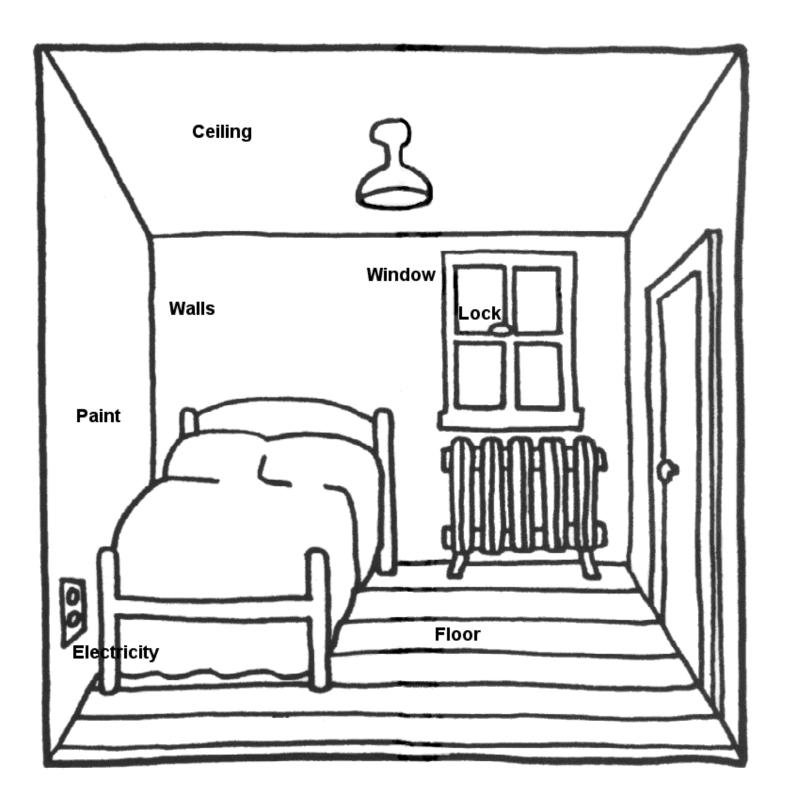
#### Window

At least one window, which must be openable if it was designed to be opened, in every rooms used for sleeping. Every window must be in good condition.

• Not acceptable are windows with badly cracked, broken or missing panes, and windows that do not shut or, when shut, do not keep out the weather.

**Other rooms that are not lived in may be:** a utility room for washer and dryer, basement or porch. These must be checked for security and electrical hazards and other possible dangers (such as walls or ceilings in danger of falling), since these items are important for the safety of your entire apartment. You should also look for other possible dangers such as large holes in the walls, floors, or ceilings, and unsafe stairways. Make sure to look for these things in all other rooms not lived in.

- What you would like to do with the other rooms. -- Can you use them the way you want to?
- The type of locks on windows and doors.
   -- Are they safe and secure?
  - -- Have windows that you might like to open been nailed shut?
- The condition of the windows.
  -- Are there small cracks in the panes?
- The amount of weatherization windows.
  -- Are there storm windows?
  -- Is there weather-stripping? If you pay your own utilities, this may be important.
- The location of electric outlets and light fixtures.
- The condition of the paint and wallpaper -- Are they worn, faded, or dirty?
- The condition of the floors.
   -- Are they scratched and worn?



# 5. Building Exterior, Plumbing, and Heating

## The Building must have:

## Roof

A roof in good condition that does not leak, with gutters and downspouts, if present, in good condition and securely attached to the building.

• Evidence of leaks can usually be seen from stains on the ceiling inside the building.

## **Outside Handrails**

Secure handrails on any extended length of stairs (e.g. generally four or more steps) and any porches, balconies, or decks that are 30 inches or more above the ground.

#### Walls

Exterior walls that are in good condition, with no large holes or cracks that would let a great amount of air get inside.

## Foundation

A foundation in good condition that has no serious leaks.

#### Water Supply

A plumbing system that is served by an approvable public or private water supply system. Ask the manager or owner.

#### Sewage

A plumbing system that in connected to an approvable public or private sewage disposal system. Ask the manager or owner.

#### Chimneys

No serious leaning or defects (such as big cracks or many missing bricks) in any chimneys.

#### Paint

No cracking, peeling, or chipping paint if you have children under the age of seven and the house or apartment was built before 1978.

• This includes exterior walls, stairs, decks, porches, railings, windows, and doors.

#### Cooling

Some windows that open, or some working ventilation or cooling equipment that can provide air circulation during warm months.

#### Plumbing

Pipes that are in good condition, with no leaks and no serious rust that causes the water to be discolored.

#### Water Heater

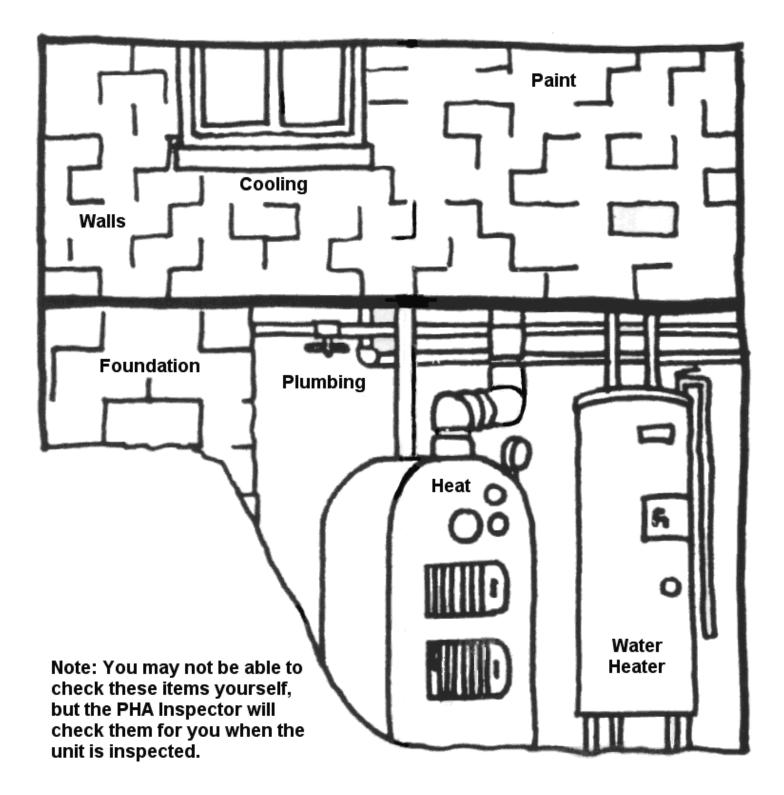
A water heater located, equipped, and installed in a safe manner. Ask the manager.

#### Heat

Enough heating equipment so that the unit can be made comfortably warm during cold months.

• Not acceptable are space heaters (or room heaters) that burn oil or gas and are not vented to a chimney. Space heaters that are vented may be acceptable if they can provide enough heat.

- How well maintained the apartment is.
- The type of heating equipment.
   --Will it be able to supply enough heat for you in the winter, to all rooms used for living?
- The amount and type of weatherization and its affect on utility costs.
  - -- Is there insulation?
  - -- Are there storm windows?
  - -- Is there weather-stripping around the windows and doors?
- Air circulation or type of cooling equipment (if any).
   Will the unit be cool enough for you in the summer?



# 6. Health and Safety

#### The Building and Site must have:

#### **Smoke Detectors**

At least one working smoke detector on each level of the unit, including the basement. If any member of your family is hearing-impaired, the smoke detector must have an alarm designed for hearing-impaired persons.

#### **Fire Exits**

The building must provide an alternate means of exit in care of fire (such as fire stairs or exit through windows, with the use of a ladder if windows are above the second floor).

#### Elevators

Make sure the elevators are safe and work properly.

#### Entrance

An entrance from the outside or from a public hall, so that it is not necessary to go through anyone else's private apartment to get into the unit.

#### Neighborhood

No dangerous places, spaces, or things in the neighborhood such as:

- Nearby buildings that are falling down
- Unprotected cliffs or quarries
- Fire hazards
- Evidence of flooding

#### Garbage

No large piles of trash and garbage inside or outside the unit, or in common areas such as hallways. There must be a space to store garbage (until pickup) that is covered tightly so that rats and other animals cannot get into it. Trash should be picked up regularly.

## Lights

Lights that work in all common hallways and interior stairs.

#### **Stairs and Hallways**

Interior stairs with railings, and common hallways that are safe and in good condition. Minimal cracking, peeling or chipping in these areas.

#### Pollution

No serious air pollution, such as exhaust fumes or sewer gas.

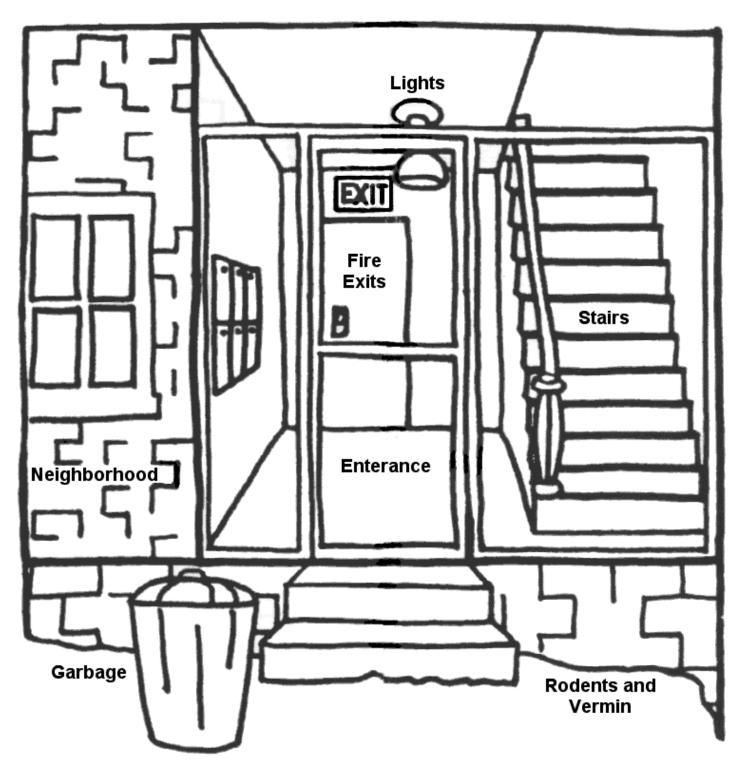
#### **Rodents and Vermin**

No sign of rats or large numbers of mice or vermin (like roaches).

#### For Manufactured Homes: Tie Downs

Manufactured homes must be place on the site in a stable manner and be free from hazards such as sliding or wind damage.

- The type of fire exit. --Is it suitable for your family?
- How safe the house or apartment is for your family.
- The presence of screens and storm windows.
- Services in the neighborhood.
   --Are there stores nearby?
   --Are there schools nearby?
   --Are there hospitals nearby?
   --Is there transportation nearby?
- Are there job opportunities nearby?
- Will the cost of tenant-paid utilizes be affordable and is the unit energy-efficient?
- Be sure to read the lead-based paint brochure give to you by the PHA or owner, especially if the housing or apartment is older (built before 1978).



Note: You may not be able to check these items listed here yourself, but the PHA Inspector will check them for you when the unit is inspected. Now that you have finished this booklet, you know that for a house or apartment to be a good place to live, it must meet two kinds of housing quality standards:

- Things it must have in order to be approved for the Section 8 Rental Certificate Program and the Rental Voucher Program.
- Additional things that you should think about for the special needs of your family.

You know that these standards apply in six areas of a house or apartment.

- 1. Living Room
- 2. Kitchen
- 3. Bathroom
- 4. Other Rooms
- 5. Building Exterior, Plumbing and Heating
- 6. Health and Safety

You know that when a house or apartment meets the housing quality standards, it will be safe, healthy, and comfortable home for your family. It will be a good place to live.

After you find a good place to live, you can begin the *Request for Lease Approval* process. When both you and the owner have signed the *Request for Lease Approval* and the PHA has received it, an official inspection will take place. The PHA will inform both you and the owner of the inspection results.

If the house or apartment passed, a lease can be signed. There may still be some items that you or the PHA would like improved. If so, you and your PHA may be able to bargain for the improvements when you sign the lease. If the owner is not willing to do the work, perhaps you can get him or her to pay for the materials and do if yourself.

It the house or apartment fails, you and/or your PHA may try to convince the owner to make the repairs so it will pass. The likelihood of the owner making the repairs may depend on how serious or costly they are.

If it fails, all repairs must be made, and the house or apartment must be re-inspected before any lease is signed. If the owner cannot or will not repair the house or apartment, even if the repairs are minor, you must look for another home. Make sure you understand why the house or apartment failed, so that you will be more successful in your next search.

## **Responsibilities of the Public Housing Authority:**

- Ensure that all units in the Section 8 Certificate Program and the Housing Voucher Program meet the housing quality standards.
- Inspect unit in response to Request for Lease Approval. Inform potential tenant and owner of results and necessary actions.
- Encourage tenants and owners to maintain units up to standards.
- Make inspection in response to tenant or owner complaint or request. Inform the tenant and owner of the results, necessary actions, and time period for compliance.
- Make annual inspection of the unit to ensure that it still meets the housing quality standards. Inform the tenant and owner of the results, necessary actions, and time period for compliance.

## Responsibilities of the tenant:

- Live up to the terms of your lease.
- Do your part to keep the unit safe and sanitary.
- Cooperate with the owner by informing him or her of any necessary repairs.
- Cooperate with the PHA for initial, annual, and complaint inspections.

## Responsibilities of the owner:

- Comply with the terms of the lease.
- Generally maintain the unit and keep it up to the housing quality standards outlined in this booklet.
- Cooperate with the tenant by responding promptly to requests for needed repairs.
- Cooperate with the PHA on initial, annual, and complaint inspections, including making necessary repairs.



Dear Voucher Holder:

CVR New York is currently offering Mobility Counseling services through The Westchester Neighborhood Choice Program (WNCP), to assist recipients of Housing Choice Vouchers administered by CVR New York in Westchester County currently living in impacted areas relocate to 'opportunity areas' within the county. The goals of The WNCP is to assist families move to safer neighborhoods that have low crime and poverty rates, access quality education and engage in self-sufficiency activities.

The Mobility Counseling Program has three main components:

- Pre-move counseling
- Housing search assistance
- Post-move counseling

These services assist participants to prepare to enter the competitive "opportunity area" housing rental market, obtain a unit, and integrate into the new community.

You *may be eligible* for Mobility Counseling services through WNCP if you:

- Currently live in or are moving to Westchester County.
- Would like to move to one of the 'opportunity areas'
- Are currently in good standing with the CVR New York Housing Choice Voucher Program, have never received an infraction notice and do not owe the Housing Authority any money
- Are in good standing with your current landlord and have not paid your rent late in the past two years.

If you are interested in learning more about the Mobility Counseling services, please contact the mobility counseling office at (914) 539-7597 / (914) 995-6590 or email epassley@cvrnewyork.com, jperez@cvrnewyork.com.





# Westchester County Community Profiles

CVR New York encourages its Housing Choice Voucher Participants to use their vouchers in the areas of Westchester County with low concentrations of poverty. The Housing Choice Voucher Program provides low-income families with the opportunity to move to neighborhoods and areas that do not have high concentrations of poverty. These neighborhoods typically provide their residents with access to improved services, education, transportation and economic opportunity.

Apartments in the areas of Westchester County that have lower concentrations of poverty tend to rent at higher prices. CVR New York provides its participants who want to use their Housing Choice Vouchers with higher payment standards to increase their ability to find units they can afford. These higher payment standards are referred to as Exception Payment Standards. Please note, the areas in which you can qualify for the Exception Payment Standards is determined through census tract boundaries. Included in this packet are profiles of the communities that have areas that qualify for the Exception Payment Standards. Not every apartment within these communities will qualify for the Exception Payment Standards. To determine if the apartment you are interested to move to would qualify for the Exception Payment Standards, you must provide your Housing Specialist with the unit's address so they can confirm the unit's census tract.

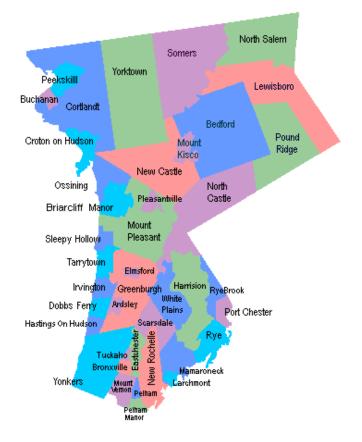
Within this packet, you will find frequently asked questions and answers regarding Exception Payment Standards, a list of the census tracts that qualify for Exception Payment Standards, and profiles of several communities that have Exception Payment Standards census tracts. Please also note, the community profiles provided in this packet are not all-inclusive. While we provided several community resources for each community, each community has additional unlisted resources that you may benefit from.



Question: Where are the Exception Payment Standard areas located?

Answer: The following chart lists municipalities with at least one exception area. For your reference, beneath it is a map of Westchester County that shows the towns, cities and villages.

Bedford (Town)	Eastchester (Town)	Greenburgh (Town)
Harrison (Town)	Lewisboro (Town)	Mamaroneck (Town)
Mt. Pleasant (Town)	New Castle (Town)	North Castle (Town)
North Salem (Town)	Ossining (Town)	Pelham (Town)
Rye (City)	Rye (Town)	Scarsdale (Town)
Somers (Town)	Yorktown (Town)	



Question: Do the exception areas cover the entire area of the municipalities named above? Answer: Not necessarily. The Exception Payment Standard areas are determined by census tract boundaries. These boundaries do not always line up with municipal borders.

Question: How will I know if the unit I want to move to qualifies for the Exception Payment Standard? Answer: You need to provide your Housing Specialist with the unit's address so they can verify its census tract.



Census Tract	Town/City	Landmark
46.00	Eastchester	Bronxville Metro North Station
47.00	Eastchester	Concordia College
50.01	Eastchester	Dunwoodie Park
50.02	Eastchester	Lake Isle Country Club
51.00	Eastchester	Eastchester Public Library
52.00	Eastchester	Twin Lakes County Park
53.00	Pelham	Whole Town
54.00	Pelham	Whole Town
55.00	Pelham	Whole Town
69.00	Mamaroneck	Bonnie Briar Country Club
70.00	Mamaroneck	Memorial Park
71.00	Mamaroneck	Larchmont Library
74.01	Rye (Town)	Florence St. Park
74.02	Rye (Town)	Boston Post Rd between Mamaroneck Ave. and Brevoort Ln.
75.00	Rye (City)	Whole City
76.00	Rye (City)	Whole City
77.00	Rye (City)	Whole City
83.01	Rye (Town)	S. Ridge St. below Bowman Ave.
83.02	Rye (Town)	Port Chester Middle School
84.01	Harrison	Harrison Ave. Elementary School
84.03	Harrison	Harrison Metro North Station
84.04	Harrison	Harrison Ave. between Standish Pl. and Halstead Ave.
85.00	Harrison	Westchester Country Club
86.02	Harrison	Purchase School
87.00	Harrison	West Harrison / Passidomo Veterans Park
98.00	Scarsdale	Saxon Woods Park
99.00	Scarsdale	Scarsdale Middle School
100.00	Scarsdale	Butler Field/Harwood Park
101.00	Greenburgh	Scarsdale Metro North Station
102.00	Greenburgh	Hillside Park
106.00	Greenburgh	V. E. Macy Park
107.01	Greenburgh	St. Andrew's Golf Club
107.02	Greenburgh	Greenburgh Nature Center
108.01	Greenburgh	Ridge Road Park
108.03	Greenburgh	Metropolis Country Club
110.00	Greenburgh	Pocantico Park
111.01	Greenburgh	West Rumbrook Park

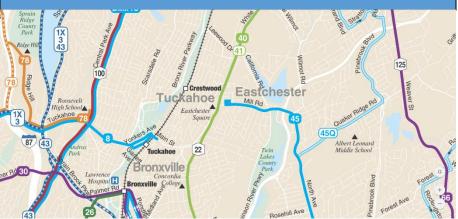


Census Tract	Town/City	Landmark
111.02	Greenburgh	Ferncliff Cemetery
114.00	Greenburgh	Marymount College
	Mount	
117.00	Pleasant	Philipse Manor Metro North Station
	Mount	
118.00	Pleasant	Hardscrabble Wilderness Area
	Mount	
119.02	Pleasant	Valhalla Metro North Station
	Mount	
121.01	Pleasant	Pheasant Run Park
	Mount	
121.02	Pleasant	Carroll Park
123.01	North Castle	Clove Road Park
123.03	North Castle	Wampus Brook Park
125.01	Lewisboro	Goldens Bridge Metro North Station
125.02	Lewisboro	Lewisboro Town Park
125.03	Lewisboro	Onatru Farm Park
126.00	Bedford	Katonah Metro North Station
127.00	Bedford	Bedford Village Memorial Park
131.02	New Castle	Chappaqua Metro North Station
131.03	New Castle	Hudson Hills County Golf Course
131.04	New Castle	Wagon Road Camp
132.01	Ossining	Scarborough Metro North Station
148.04	Yorktown	Mohegan Lake
148.05	Yorktown	Mill Pond
148.08	Yorktown	Franklin D. Roosevelt State Park
149.05	Somers	Heritage Hills Country Club
149.07	Somers	Lake Shenorock
149.08	Somers	Amawalk Reservoir
150.00	North Salem	Whole Town



# Eastchester

## **Transportation Map**



## **Other Resources**

# Westchester County Parks and Recreation parks.westchestergov.com

The Westchester County Parks and Recreation website lists public parks, trails, golf courses, and upcoming events at the County Center in White Plains. In addition, the Parks and Recreation website enables you to buy park and pool passes for your family, and includes information about countyadministered summer camps for children and teenagers.

#### Assistance for Veterans

veterans.ny.gov and veterans.westchestergov.com New York State and Westchester County both offer discounts, fee reductions, and other benefits to Veterans.

#### **New York Smokers Quitline**

www.nysmokefree.com or 1-800-NY-QUITS New York State provides counseling and, in some cases, free Nicotine Replacement Therapy (patches and gum) to smokers who want to quit.

#### **Scholarships and Loans**

youth.westchestergov.com/scholarships-and-loans The county provides scholarship and loan opportunities for low -income students to achieve their higher education goals.

#### Westchester County Office for Women

women.westchestergov.com The Office for Women offers training workshops for women seeking employment. It also provides confidential counseling and child care to victims of domestic abuse.

# Employment Agencies

Global Recruiters of Bronxville 575 White Plains Road Suite 3 Eastchester, NY 10709 (914) 337-5185

**Activities** 

**Eastchester Little League** 

**Eastchester Blue Devils** 

**Eastchester Youth Soccer** 

**Eastchester Town Recreation** 

http://www.eastchester.org/dep artments/recreation.php

www.eysoccer.com

Department

http://www.eastchesterll.org/

www.eastchesterbluedevils.com

# Community Resources

Town of Eastchester http://www.eastchester.org/

Eastchester Public Library www.eastchesterlibrary.org/

Eastchester Volunteer Ambulance Corps http://www.eastchesterems.c om/

#### Eastchester Fire Department

255 Main Street Eastchester, NY 10709-2901 (914) 793-6402 Dial 911 For Emergencies

Eastchester Community Action Program 142-144 Main Street Tuckahoe, NY 10707 (914) 337-7768 www.westcop.org

Eastchester Veterans of Foreign Wars 433 White Plains Road Eastchester, NY 10709 (914) 793-4998

Montefiore Medical Group 440 White Plains Rd. Eastchester, NY 10709 914-395-1530 Dial 911 For Emergencies

# Education

Waverly Elementary School The Anne Hutchinson School Greenvale School Eastchester Middle School Eastchester High School

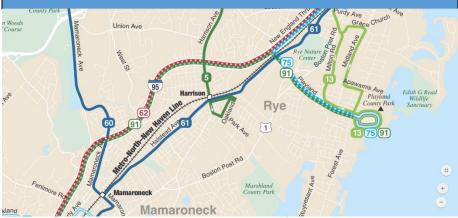
Visit http://district.eastchesterscho ols.org for further information.

Visit www.nysed.gov for school report card ratings.



# Harrison

# **Transportation Map**



## **Other Resources**

# Westchester County Parks and Recreation parks.westchestergov.com

The Westchester County Parks and Recreation website lists public parks, trails, golf courses, and upcoming events at the County Center in White Plains. In addition, the Parks and Recreation website enables you to buy park and pool passes for your family, and includes information about countyadministered summer camps for children and teenagers.

#### Assistance for Veterans

veterans.ny.gov and veterans.westchestergov.com New York State and Westchester County both offer discounts, fee reductions, and other benefits to Veterans.

#### **New York Smokers Quitline**

www.nysmokefree.com or 1-800-NY-QUITS New York State provides counseling and, in some cases, free Nicotine Replacement Therapy (patches and gum) to smokers who want to quit.

#### **Scholarships and Loans**

youth.westchestergov.com/scholarships-and-loans The county provides scholarship and loan opportunities for low -income students to achieve their higher education goals.

#### Westchester County Office for Women

women.westchestergov.com The Office for Women offers training workshops for women seeking employment. It also provides confidential counseling and child care to victims of domestic abuse.

# Employment Agencies

Professional Placement Associates Inc 287 Bowman Ave., #309 Purchase, NY 10577 (914) 251-1000

Oakridge Staffing 550 Mamaroneck Avenue Suite 503A Harrison, NY 10528 (914) 315-1516

First Place Staffing 600 Mamaroneck Ave. Suite 4 Harrison, NY 10528 (914) 921-2015

# Activities

Harrison Little League www.harrisonlittleleague.org

Harrison Youth Soccer Club www.harrisofc.website.siplay.com

Harrison Youth Lacrosse www.harrisonyouthlacrosse.com

Harrison Youth Basketball www.leaguelineup.com/hyb

# Community Resources

Town of Harrison town.harrison-ny.gov

#### Harrison Public Library

2 Bruce Avenue Harrison, NY 10528 (914) 835-0324

#### Harrison Community Center 216 Halstead Avenue Harrison, NY 10528

Volunteer Fire Departments: Harrison - harrisonfd.org/ West Harrison - whvfd.org Purchase – purchasefd.com

Alzheimer's Association 2900 Westchester Avenue, Suite 306 Purchase, NY 10577 (914) 253-6860

# Education

Purchase School Samuel J. Preston Elementary School Parsons Memorial School Harrison Avenue School Louis M. Klein Middle School Harrison High School

Visit www.harrisoncsd.org for further information.

Visit <u>www.nysed.gov for</u> school report card ratings.



# Larchmont

## **Transportation Map**



## **Other Resources**

# Westchester County Parks and Recreation parks.westchestergov.com

The Westchester County Parks and Recreation website lists public parks, trails, golf courses, and upcoming events at the County Center in White Plains. In addition, the Parks and Recreation website enables you to buy park and pool passes for your family, and includes information about countyadministered summer camps for children and teenagers.

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#### **Scholarships and Loans**

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#### Westchester County Office for Women

women.westchestergov.com The Office for Women offers training workshops for women seeking employment. It also provides confidential counseling and child care to victims of domestic abuse.

# Employment Agencies

Larchmont Employment Agency 132 Larchmont Avenue, Larchmont, NY 10538 (914) 834-1611

## Activities

Recreation Office 120 Larchmont Ave. Larchmont, NY 10538

Junior League of Westchester 149 Larchmont Ave Larchmont, NY 10538 (914) 833-2119 www.jlwos.org

Larchmont Newcomers Club www.larchmontnewcomersclub.com

Larchmont-Mamaroneck Little League www.lmyl.net

Groove Performing Arts www.findgroove.com

# Community Resources

Village of Larchmont www.villageoflarchmont.org

South East Consortium for Special Services, Inc. www.secrec.org

Volunteer Fire Departments Larchmont- (914) 834-2192 Mamaroneck- www.tmfd.org

The Larchmont-Mamaroneck Community Counseling Center 234 Stanley Avenue, Mamaroneck, NY 10543 (914) 698-7549

Larchmont Public Library 121 Larchmont Avenue Larchmont, NY 10538 (914) 834-2281

The Center for Continuing Education 1000 W Boston Road Mamaroneck, NY 10543 (914) 698-9126

Keeps Inc. After School Child Care 168 W. Boston Post Road Mamaroneck, NY 10543 (914) 698-5632

# Education

Larchmont is served by the Mamaroneck Union Free School District. The following schools serve the district:

Central School Chatsworth Avenue School Hommocks Middle School Mamaroneck Avenue School Mamaroneck High School Murray Avenue School

For school information, visit www.mamkschools.org/

Visit www.nysed.gov for school report card ratings



# Pelham

## **Transportation Map**



## Other Resources

# Westchester County Parks and Recreation parks.westchestergov.com

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#### Assistance for Veterans

veterans.ny.gov and veterans.westchestergov.com New York State and Westchester County both offer discounts, fee reductions, and other benefits to Veterans.

#### **New York Smokers Quitline**

www.nysmokefree.com or 1-800-NY-QUITS New York State provides counseling and, in some cases, free Nicotine Replacement Therapy (patches and gum) to smokers who want to quit.

#### **Scholarships and Loans**

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#### Westchester County Office for Women

women.westchestergov.com The Office for Women offers training workshops for women seeking employment. It also provides confidential counseling and child care to victims of domestic abuse.

# Employment Agencies

Sannon-Stamm Associates Inc. 85 Storer Avenue Pelham, NY 10803 (914) 633-7777

**Activities** 

Association

**Pelham Youth Hockey** 

Pelham Little League

www.pelhamsoccer.org

www.pelhamlacrosse.com

**Pelham Community Rowing** 

www.pelhamrowing.com

**Pelham Soccer** 

**Pelham Lacrosse** 

Association

www.pelhamhockey.com

www.pelhamlittleleague.org

# Community Resources

Town of Pelham www.townofpelham.com

Pelham Public Library 530 Colonial Avenue

Pelham, NY 10803 (914) 738-1234

Family Services of Westchester 507 Fifth Ave. Pelham, NY 10803 (914) 738-1728

**Pelham Guidance Council** 253 Wolfs Lane Pelham, NY 10803 (914) 738-0530

**Pelham Art Center** 155 Fifth Avenue Pelham, NY 10803 (914) 738-2525

Junior League of Pelham 901 Pelhamdale Avenue Pelham, NY 10803 (914) 738-1603

Pelham Fire Dept. (914) 738-2601 Emergency Call 911

# Education

Colonial Elementary School Hutchinson Elementary School Prospect Hill Elementary School

Siwanoy Elementary School Pelham Middle School Pelham Memorial High School

Visit www.pelhamschools.org for further information.

Visit www.nysed.gov for school report card ratings.



# Rye

## **Transportation Map**



## **Other Resources**

# Westchester County Parks and Recreation parks.westchestergov.com

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#### Assistance for Veterans

veterans.ny.gov and veterans.westchestergov.com New York State and Westchester County both offer discounts, fee reductions, and other benefits to Veterans.

#### **New York Smokers Quitline**

www.nysmokefree.com or 1-800-NY-QUITS New York State provides counseling and, in some cases, free Nicotine Replacement Therapy (patches and gum) to smokers who want to quit.

#### **Scholarships and Loans**

youth.westchestergov.com/scholarships-and-loans The county provides scholarship and loan opportunities for low -income students to achieve their higher education goals.

#### Westchester County Office for Women

women.westchestergov.com The Office for Women offers training workshops for women seeking employment. It also provides confidential counseling and child care to victims of domestic abuse.

# Employment Agencies

**Green Key Resources** 411 Theodore Fremd Ave. Rye, NY 10580 (914) 967-3500

Rye Youth Council Employment Service 21 Locust Ave. Rye NY 10580 (914) 967-3838

# Activities

Rye Little League (Baseball) www.ryelittleleague.com

Rye Youth Soccer www.ryeyouthsoccer.org

Rye Girls Softball www.RyeGirlsSoftball.com

Rye Rangers Hockey Club www.ryerangers.com

# Community Resources

City of Rye www.ryeny.gov

Rye Chamber of Commerce www.ryechamberofcommerce.com

Rye Fire Department (Volunteer) 15 Locust Ave Rye, NY 10580 (914) 967-4530 Emergency Call 911

**Rye YMCA** 21 Locust Avenue, Rye, NY 10580 (914) 967-6363

Jay Heritage Center 210 Boston Post Rd. Rye, NY 10580 (914) 698-9275

Rye Historical Society Square House Museum and Gift Shop 1 Purchase St., Rye, NY 10580 (914) 967-7588

**Rye Free Reading Room** 1061 Boston Post Rd., Rye, NY 10580 (914) 967-0480

**Rye Walk-In Medical Center** 150 Purchase St., Ste 2 Rye, NY 10580 (914) 967-3266

# Education

Midland School Milton School Osborn School Rye Middle School Rye High School

Visit <u>www.ryeschools.org</u> for further information.

Visit <u>www.nysed.gov for</u> school report card ratings.



# Scarsdale

## **Transportation Map**



## **Other Resources**

# Westchester County Parks and Recreation parks.westchestergov.com

The Westchester County Parks and Recreation website lists public parks, trails, golf courses, and upcoming events at the County Center in White Plains. In addition, the Parks and Recreation website enables you to buy park and pool passes for your family, and includes information about countyadministered summer camps for children and teenagers.

#### Assistance for Veterans

veterans.ny.gov and veterans.westchestergov.com New York State and Westchester County both offer discounts, fee reductions, and other benefits to Veterans.

#### **New York Smokers Quitline**

www.nysmokefree.com or 1-800-NY-QUITS New York State provides counseling and, in some cases, free Nicotine Replacement Therapy (patches and gum) to smokers who want to quit.

#### **Scholarships and Loans**

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#### Westchester County Office for Women

women.westchestergov.com The Office for Women offers training workshops for women seeking employment. It also provides confidential counseling and child care to victims of domestic abuse.

# Employment Agencies

Premium Staffing 800 Central Park Ave Scarsdale, NY 10583 (914) 472-3536

## Activities

Scarsdale Youth Lacrosse www.scarsdalelax.com

Scarsdale Little League www.scarsdalelittleleague.com

Scarsdale Youth Soccer Club www.scarsdalesoccer.net

Scarsdale Youth Hockey Association www.scarsdalehockey.com

**Greenburgh Nature Center** 99 Dromore Road Scarsdale, NY 10583

Garth Road Senior Center 235 Garth Road Scarsdale, NY 10583 (914) 725-6406

# Community Resources

Village of Scarsdale www.scarsdale.com

Scarsdale Public Library

54 Olmsted Road Scarsdale, NY 10583 (914) 722-1300

#### Scarsdale Recreation Department 1001 Post Road

Scarsdale, NY 10583

Volunteer Fire Department (914) 722-1215

Scarsdale Edgemont Family Counseling Service 14 Harwood Court, Suite 409 Scarsdale, NY 10583 (914) 723-3281 www.sfcsinc.org

# Education

Scarsdale is served by the Scarsdale Union Free School District. The following schools serve the district:

Edgewood Elementary School Fox Meadows Elementary School

Greenacres Elementary School Heathcote Elementary School Quaker Ridge Elementary School Scarsdale Middle School Scarsdale High School

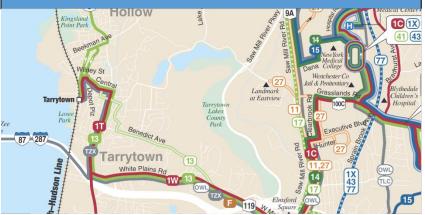
For school information visit www.scarsdaleschools.k12.ny.us

Visit <u>www.nysed.gov</u> for school report card ratings.



# Tarrytown

# **Transportation Map**



## **Other Resources**

# Westchester County Parks and Recreation parks.westchestergov.com

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#### Assistance for Veterans

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#### **Scholarships and Loans**

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#### Westchester County Office for Women

women.westchestergov.com The Office for Women offers training workshops for women seeking employment. It also provides confidential counseling and child care to victims of domestic abuse.

# Employment Agencies

Career Connections 1 Central Ave Tarrytown, New York 10591 (914) 631-3334

**SGA Inc.** 200 White Plains Road Tarrytown, NY 10591 (914) 366-5900

# Activities

Village of Tarrytown Website: www.tarrytowngov.com

Sleepy Hollow/Tarrytown Youth Soccer www.aysotarrytown.com

Programs offered for resident seniors: (914) 631-8347 Programs include Aerobics, Knitting, Bingo, and others.

# Community Resources

**Tarrytown Fire Dept.** Emergency dial 911 (914) 631-7066 www.tarrytownfd.org

#### The Volunteer Center of United Way

220 White Plains Road Tarrytown, NY 10591 (914) 948-4452

Warner Library 121 North Broadway Tarrytown, NY 10591 (914) 631-7734

Lyndhurst 635 South Broadway Tarrytown, NY 10591 (914) 631-4481

Tarrytown Music Hall 13 Main St. Tarrytown, New York 10591 (914) 631-3390 www.tarrytownmusichall.org

The Historical Society One Grove Street Tarrytown, NY 10591 (914) 631-8374 www.thehistoricalsociety.net

Stone Barns Center for Food and Agriculture www.stonebarnscenter.org

# Education

John Paulding School W. L. Morse School Washington Irving School Sleepy Hollow Middle School Sleepy Hollow High School

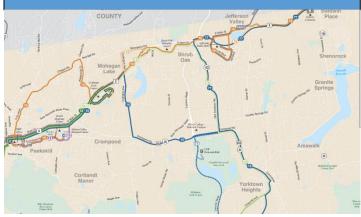
Visit www.tufsd.org for detailed school district information.

Visit <u>www.nysed.gov for</u> school report card ratings.



# Yorktown

## **Transportation Map**



## Other Resources

# Westchester County Parks and Recreation parks.westchestergov.com

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#### Assistance for Veterans

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#### **New York Smokers Quitline**

www.nysmokefree.com or 1-800-NY-QUITS New York State provides counseling and, in some cases, free Nicotine Replacement Therapy (patches and gum) to smokers who want to quit.

#### **Scholarships and Loans**

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#### Westchester County Office for Women

women.westchestergov.com The Office for Women offers training workshops for women seeking employment. It also provides confidential counseling and child care to victims of domestic abuse.

# Employment Agencies

Medical Staffing Network 334 Underhill Avenue Building 5 Yorktown Heights, NY 10598 (914) 962-9016

**Activities** 

(914) 214-8118

wrestling

**Yorktown Youth Soccer Club** 

www.yorktownsoccer.org

Yortktown Athletic Club --

cheerleading, field hockey,

Yorktown Skate Board Park

Behind the Town Hall Commuter Lot on Underhill Avenue Yorktown Heights, NY

www.yacsports.com

Baseball, basketball, lacross,

football, softball, golf, volleyball,

# Community Resources

John C Hart Memorial Library 1130 E Main St Shrub Oak, NY 10588 (914) 245-5262

Yorktown Community & Cultural Center 1974 Commerce Street Yorktown Heights, NY 10598 (914) 962-5758

Mohegan Lake Volunteer FD: www.moheganfire.com Yorktown Heights Volunteer FD: www.yorktownfire.org

Hilltop Hanover Farm and Education Center 1271 Hanover St Yorktown Heights, NY 10598 (914) 962-2368 www.hilltophanoverfarm.org

Franklin D. Roosevelt State Park

2957 Crompond Road Yorktown Heights, NY 10598 (914) 245-4434

Kids to Kids International

1974 Commerce Street Yorktown Heights, NY 10598 (914) 243-0305

# Education

Yorktown is served by 4 school districts: Lakeland, Yorktown, Croton-Harmon, and Ossining

More information about the four school districts serving Yorktown is available online at www.yorktownny.org

Visit <u>www.nysed.gov for</u> school report card ratings.

#### Fair Housing – It's the Law

It is important to understand the basic rights provided to you under fair housing laws. The premise of fair housing is simple: everyone has the legal right to live anywhere they want (and can afford) to live. Fair housing laws apply to both individuals and families regardless of if they are Voucher Holders or paying market rates.

The Federal Fair Housing Act prohibits discrimination based on race, color, sex, national origin, religion, disability or familial status. These are considered "Protected Classes".

Both New York State and Westchester County have enacted their own fair housing laws, which, with some exceptions, prohibit landlords from discriminating based on source of income. These laws include government assistance as a source of income, making it illegal to deny housing to a potential tenant solely because they will utilize Housing Choice Voucher to afford the apartment.

To report source of income discrimination to Westchester County, call the Westchester County Human Rights Commission at (914) 995-9500.

To report source of income discrimination to New York State, call the New York State Division of Human Rights at (914) 829-3120. You can also find a copy of NYS DHR's Housing Discrimination Complaint Form online at <a href="https://dhr.ny.gov/complaint">https://dhr.ny.gov/complaint</a>.

Fair housing laws do not prevent owners from declining to rent their available units to you. Owners can set up nondiscriminatory screen processes. A screening process may include:

- Checking credit history and references
- Conducting criminal background checks
- Filling out a thorough application form

Fair housing laws prevent members of protected classes from being screened differently. For example, a property owner cannot mandate that members of a protected class meet a certain credit score threshold without setting the same standards for all potential tenants. However, if their standard, legal and non-discriminatory, screening process uncovers information that indicates you have a history of not paying your rent or damaging your apartments, they may decline renting to you.

Fair housing is your legal right. If you are denied your housing rights, you may be experiencing housing discrimination. *Under the Fair Housing Act, it is generally against the law for landlords to:* 

- Refuse to rent housing to you because you are a member of a protected class
- Tell you housing is not available when it is
- Show you apartments or homes in certain neighborhoods only
- Advertise housing to preferred groups of people only
- Refuse to make certain modifications or accommodations for persons with a mental or physical disability, including persons recovering from alcohol and substance abuse and HIV/AIDS-related illnesses
- Harass, coerce, intimidate, or interfere with anyone exercising or assisting someone else with fair housing rights

To report housing discrimination under the Federal Fair Housing Act, call the Office of Fair Housing and Equal Opportunity of the Department of Housing and Urban Development (HUD) at (800) 496-4294. You may also file a complaint online at <a href="https://www.hud.gov/program\_offices/fair\_housing\_equal\_opp/online-complaint">https://www.hud.gov/program\_offices/fair\_housing\_equal\_opp/online-complaint</a>. HUD also maintains a Housing Discrimination Hotline at (800) 669-9777.

You directly reach the New York Regional HUD Office at:



New York Regional Office of FHEO 26 Federal Plaza, Room 3532 New York, NY 10278 (212) 542-7519 / TTY (212) 264-0927 Complainstoffice02@hud.gov

### NOTICE REQUIRED BY LAW (9 NYCRR 466.16)

## KNOW YOUR LEGAL RIGHTS AS A RECIPIENT OF HOUSING ASSISTANCE

By law, you are protected from housing discrimination. The New York State Human Rights Law makes it unlawful to discriminate in housing on the basis of your source of income. This includes all forms of housing assistance (like Section 8 vouchers, HUD VASH vouchers, New York City FHEPS and others), as well as all other lawful sources of income including: Federal, state, or local public assistance, social security benefits, child support, alimony or spousal maintenance, foster care subsidies, or any other form of lawful income.

Housing providers who are covered by the Human Rights Law include landlords, property managers, real estate professionals like brokers, tenants seeking to sublet, and anyone working on their behalf.

Housing providers are not allowed to refuse to rent to you because you receive housing assistance. They are also not allowed to charge you higher rent, or offer you worse terms in a lease, or deny you access to facilities or services that other tenants receive.

Housing providers are not allowed to make any statement or advertisement that indicates housing assistance recipients do not qualify for the housing. For example, a housing provider cannot say they do not accept housing vouchers or that they do not participate in a program such as Section 8.

It is lawful for housing providers to ask about income, and about the source of that income, and require documentation, but only in order to determine a person's ability to pay for the housing accommodation or eligibility for a certain program. A housing provider must accept all lawful sources of income equally. It is unlawful to use any form of screening of applicants that has the intent or result of screening out those receiving housing assistance.

If you believe that you have discriminated against by a housing provider with regard to your lawful source of income, you can file a complaint with the New York State Division of Human Rights.

## **HOW TO FILE A COMPLAINT**

A complaint must be filed with the Division within one year of the alleged discriminatory act or in court within three years of the alleged discriminatory act. To file a complaint, download a complaint form from <u>www.dhr.ny.gov</u>. For more information or assistance in filing a complaint, contact one of the Division's offices, or call the Division's toll-free HOTLINE at **1(844)862-8703**.

Your complaint will be investigated by the Division, and if the Division finds probable cause to believe discrimination has occurred, your case will be sent to a public hearing, or the case may proceed in state court. There is no fee charged to you for these services. Remedies in successful cases may include a cease-and-desist order, provision of housing that was denied, and monetary compensation for the harm you suffered. You can obtain a complaint form on the website, or one can be e-mailed or mailed to you. You can also call or e-mail a Division regional office. The regional offices are listed on the website.



This is not an all-inclusive guide to family resources available in Westchester County or New York City.

Westchester County residents can call United Way's 211 Helpline by dialing 2-1-1. The help line offers health and human services information, referral, assessment, and crisis support to help callers find the assistance they need to address the everyday challenges of living, as well as those that develop during times of disaster and other community emergencies.

New York City residents can call NYC 311 by dialing 3-1-1. This help line provides quick, easy access to all New York City government services and information.

## Eviction and Utility Shutoff Prevention and Housing Assistance

- The Bridge Fund www.thebridgefund.org (914) 949-8146 or 211
- The Preservation Company (914) 734-8928
- Westchester Hispanic Coalition
   www.hispanicfederation.org
   (914) 948-8466
- Westchester Residential Opportunities Inc www.wroinc.org (914) 428-4507
- Westchester Community Opportunity Program, Inc. www.westcop.org (914) 592-5600
- BronxWorks
   www.bronxworks.org
   (646) 393-4000
- Catholic Charities Community Services www.catholiccharitiesny.org (888) 744-7900
- Help USA
   www.helpusa.org
   (212) 400-7000

## Food Pantry Services

- Feeding Westchester www.feedinwestchester.org (914) 923-1100
- Foodbank for New York City www.foodbanknyc.org (212) 566-7855



## Child Care and Family Services

- Child Care Council of Westchester, Inc childcarewestchester.org (914) 761-3456
- NYC Child Care Connect www1.nyc.gov/site/doh/services/child-care.page
- New York State Office of Children and Family Services ocfs.ny.gov/programs/childcare/
- Family Services of Westchester fsw.org (914) 937-2320
- The Children's Aid Society childrensaidnyc.org (212) 949-4800
- Day Care Council of New York dccnyinc.org (212) 206-7818

## Legal Services

- Legal Services of the Hudson Valley lshv.org 1-877-574-8529
- Legal Services NYC
   Legalservicesnyc.org
   (917) 661-4500

## Information on Domestic Violence Prevention and Treatment

- NYS Domestic & Sexual Violence Hotline (English): 1-800-942-6906 (TTY English): 1-800-818-0656 (Spanish): 1-800-942-6908 (TTY Spanish): 1-800780-7660
- My Sister's Place mysistersplaceny.org (914) 683-1333 Crisis Hotline: 1-800-298-7233
- Westchester County Office for Women women.westchestergov.com (914) 995-5972
- Urban Resource Institute
   urinyc.org
   24 Hour Domestic Violence Hotline: 800-621-4673



## Adult Education and Employment Information

- Putnam/Northern Westchester BOCES pnwboces.org (914) 245-2700
- Southern Westchester BOCES swboces.org (914) 937-3820
- Westchester Community College sunywcc.edu (914) 606-6600
- State University of New York (SUNY) Purchase College purchase.edu (914) 251-6000
- NYC Department of Education schools.nyc.gov (646) 481-8227 (For Adult Education Information)
- Bronx Community College bcc.cuny.edu (718) 289-5100
- Queensborough Community College qcc.cuny.edu (718) 631-6262
- The City University of New York
   cuny.edu
   1-800-286-9937
- New York State Education Department Adult Career & Continuing Ed Services access.nysed.gov (518) 474-3852
- New York City Employment & Training Coalition nycetc.org (646) 866-7097

## Neighborhood Health Centers

- Sun River Health sunriver.org (844) 400-1975
- Open Door Family Medical Center opendoormedical.org (914) 632-2737
- Planned Parenthood
   Plannedparenthood.org
   Westchester: (914) 761-6566
   New York City: (212) 965-7000



## **Senior Services**

- Westchester County Department of Senior Programs and Services seniorcitizens.westchestergov.com (914) 995-2000
- NYC Department for the Aging www1.nyc.gov/site/dfta (212) 244-6469

## Disability Services & Advocacy

- Westchester Disabled on the Move, Inc www.wdom.org (914) 968-4717
- Westchester Independent Living Center www.wilc.org (914) 682-3926
- Bronx Independent Living Services
   www.bils.org
   (718) 515-2800
- Center for Independence of the Disabled, NY www.cidny.org (646) 442-1520
- New York State Office of Temporary and Disability Assistance otda.ny.gov (518) 473-1090
- New York State Office for People with Development Disabilities opwdd.ny.gov (866) 946-9733
- Westchester County Office for the Disabled disabled.westchestergov.com (914) 995-2957
- CAREERS Support Solutions careerssupportsolutions.org (914) 741-8500
- ARC of Westchester arcwestchester.org (914) 949-9300
- AHRC New York City ahrcnyc.org (212) 780-2500
- Mental Health Association of Westchester mhawestchester.org (914) 345-5900
- Vibrant Emotional Health vibrant.org (212) 254-0333



## Public Library Systems

- Westchester Library System www.westchesterlibraries.org (914) 674-3600
- New York Public Library www.nypl.org (917) 275-6975
- Queens Public Library
   www.queenslibrary.org
   (718) 990-8508

## Other Government Assistance

- Social Security Administration www.ssa.gov 1-800-772-1213 (to apply for SSI)
- NYC HRA (SNAP, Cash Assistance and Medicaid for New York City Residents) a069-access.nyc.gov/accesshra/ (718) 557-1399
- Westchester Department of Social Services (SNAP, Cash Assistance and Medicaid for Westchester County Residents) socialservices.westchestergov.com (914) 995-3333

## **Resources for Finding Housing**

CVR New York Westchester County Housing Choice Voucher Participants who are interested in moving to "Opportunity Areas" can inquire about enlisting the Westchester Neighborhood Choice Program (WNCP). WNCP is a Mobility Counseling Program that has three main components:

- Pre-move Counseling
- Housing Search Assistance
- Post-move Counseling

Below is a list of resources to help CVR NY HCV participants find housing:

- Apartments.com
- Zillow.com
- Craigslist.com
- Nypennysaver.com
- Housingactioncouncil.org
- https://homes.westchestergov.com/homeownership/homeseeker-opportunities
- https://nyhousingsearch.gov/
- https://www.affordablehousing.com/
- Housingconnect.nyc.gov



## Landlords/Property Managers Who Accept Section 8

Below is a list of landlords and property managers who regularly rent units to CVR NY program participants across Westchester County and New York City. Please note, this list is not exhaustive, and CVR NY Housing Choice Voucher program participants are *not* required to use their vouchers to rent from the below entities.

Lemle & Wolff – (718) 884-7676 Wavecrest Rentals – (718) 463-1200 Breaking Ground – (800) 324-7055 Avalon Bay Communities – (575) 779-1576 Family Resource Center (914) 739-0411 Community Housing – (914) 683-1010 BronxPro Group – (718) 294-5840 Reliant Realty – 1 (800) 456-2301 RY Management – (718) 584-4213 Milio Management – (914) 423-5022 IFCA – (914) 941-5252 Wilder Balter – (914) 347-3333

## Fair Housing Enforcement Agencies

- Westchester County Human Rights Commision Humanrights.westchestergov.com (914) 995-7710
- NYC Commission on Human Rights www1.nyc/site/cchr (212) 416-0197
- New York State Division of Human Rights dhr.ny.gov
   1 (888) 392-3644
- HUD New York Regional Office of FHEO (212) 542-7519

## **NSPIRE Self-Inspection Checklist**

Mair	x Aroos of		Vaa	Donaira
Major Areas of Unit		Questions to Ask	Yes or No	Repairs Needed
Mechanical Items	Electricity	1. Do all fixtures and outlets work?		
		2. Does the kitchen and bathroom each have a permanently installed light fixture?		
		3. Do all habitable rooms have either 2 outlets <b>OR</b> one outlet & one permanently installed light fixture?		
		4. Are all outlets within 6 feet of a water source GFCI protected?		
		5. If present or evidence exists that it was once present, is all auxiliary lighting present and functioning correctly?		
		6. Are all outlets, light switches and fuse boxes properly covered with no cracks or breaks in the cover plates/doors? Are all three-prong outlets grounded properly? Are there any exposed wires?		
		7. Have you arranged for all utilities to be on the day of the inspection?		
	HVAC	8. Is there adequate heat in all living spaces?		
		9. If there is an A/C in the unit, does it cool properly?		
		10. Is toilet securely fastened with no leaks or gaps? Does it flush properly?		
	Dathroom	11. Sink & bathtub/shower - Is there hot and cold water, proper drainage and no leaks?		
	Bathroom	12. Is the bathroom vented with either an exterior window of exhaust fan?		
		13. Is the bathroom free of any sewer odor or drainage problem?		
-		14. Stove – If gas operated, is there a hand-operated gas shut-off valve?		
Plumbing	Kitchen	15. Cooking appliance – Does the cooking appliance used to cook or bake food produce a flame or heat in a specific area that the user can control? Are all knobs present? Are stove knob covers also present?		
Plu		16. Does the refrigerator/freezer cool properly?		
		17. Is refrigerator/freezer large enough for the size of the household?		
	Other	18. Does the hot water tank work? Does it have a pressure release valve, a discharge pipe with fittings, and is the pipe made of a suitable material?		
		19. Does the tenant pay for a portion of the unit's utilities? One utility meter cannot serve more than one unit (unless all utilities are paid for by the landlord).		
		20. Do radiators function with no leaks?		
	Wall,	21. Are walls free of air and moisture leaks, large holes and cracks?		
	Ceiling &	22. Are ceilings free of air and moisture leaks, large holes, and cracks?		
	Floor condition	23. Are floors free of weak spots or missing floorboards?		
		24. Are floors free of tripping hazards from loose flooring or covering? Are they free of sharp edged ceramic tiles?		
	Storage /	25. Is there space for food preparation and storage?		
	Food prep	26. Are cabinets securely fastened to the wall?		
Interior of Unit	Security	27. Is there free and clear access to all exits?		
of U		28. Do all doors have operational knobs?		
or o		29. Do all doors have operational locks on entry doors to the unit? Do they open with a		
erio		key from the outside and a knob/latch from the inside?		
nte		30. Do first floor windows & those opening to a stairway, fire escape, etc., have locks?		
-	Health and Safety	31. Is there at least one battery-operated or hardwired Carbon Monoxide detector present and functioning within 15 feet of every room used for sleeping and every source of carbon monoxide, and any area with a furnace and/or boiler?		
		32. Is there a working smoke detector present and functioning in each bedroom and in the		
		hallway outside within 21 feet of every room used for sleeping? Are all of these smoke alarms either hard wired or include a 10 year sealed battery? Are they installed on a wall or ceiling following manufacturer instructions?		
		<ul><li>33. If your unit is occupied by a tenant that is hearing impaired, are the smoke detectors and carbon monoxide detectors designed for the hearing impaired?</li></ul>		

### **NSPIRE Self-Inspection Checklist**

		NSPIRE Self-Inspection Checklist	
Interior of Unit Cont'd		34. If a call for aid system exists or evidence of it exists, does it function properly and is the pull cord located no less than 6" from the floor?	
		35. If grab bars are installed, is there any movement when force is applied?	
	Health & Safety Cont'd	36. If present or evidence exists that one or more was once present, are all fire extinguishers undamaged, properly charged and include an unexpired service tag?	
		37. If a sprinkler system exists, are any sprinkler heads encased or obstructed? Are any	
		assemblies damaged, corroded, inoperable, missing or contain evidence of foreign material such as paint?	
		38. Do all fire labeled doors self-close and latch? If the building has 3 or more units, are self-closing doors equipped pursuant to section 28-315.10 of the City of New York, and adopted by NYS HCR for statewide application?	
ľ		<ul><li>39. Is the unit free of mold-like substance?</li><li>40. Is the unit and yard free of garbage?</li></ul>	
		41. Is the unit free from insect, rodent, or other pest infestation?	
		42. Do windows open, close and lock properly? If a window has bars, are those bars easily	
	Windows	removable without any tools? 43. Is unit free of any cracked, broken or leaky windows?	
		44. Are there tamper screw secured window guards for all windows in your unit? This	
		requirement applies to units where children age 10 or younger are present and the building has 3 or more levels.	
		45. Does the building have proper address and signage visible?	
ų		46. Are gutters firmly attached? Are the roof and exterior surfaces weathertight and in a	
Jni		<ul><li>condition to prevent rodent infestation?</li><li>47. Is the chimney secure? Are all flues tightly sealed with no gaps? Is all heat and hot</li></ul>	
ofl		water equipment free of stored combustible materials?	
Exterior of Unit		48. If a dryer is present and connected, is the exhaust ventilation made of suitable	
eri		materials, properly connected and functioning as designed? 49. Is the foundation sound?	
EXT	Other	<ul><li>50. Are openings around doors and windows weathertight?</li></ul>	
		51. Are sidewalks free of tripping hazards?	
		52. If present or evidence exists that one or more was once present, are all exit signs properly installed, adequately illuminated and clearly visible?	
		53. If one exists, is the parking lot/road/driveway free of large potholes and ponding?	
		54. If any retaining walls exist, are they leaning or collapsed in any way?	
		55. If a trash chute exists, does the door self-close and latch? Does the door open and is the chute free of blockages?	
as	Stairways & exterior	56. Is a handrail present when there are 4 or more consecutive steps? Are all handrails properly secured?	
Are		57. Are stairs free of loose, broken or missing steps or any other trip hazards?	
Common Areas		58. If any walking surface is 30" or more above the floor or grade level, is it protected by a	
uu		guard rail? Is the guard rail stable and in good repair? 59. If any ramp exists and has a rise greater than 6" or a horizontal projection greater than	
lo l		72 inches, does it have handrails on both sides? Is there any movement in the anchors of	
0		the handrail? Is the handrail between 28" and 42" in height?	
		60. Will the inspector have access to other areas of the premises (i.e. basement, cellar, water heater closet, boiler/furnace room, roof, exterior grounds, etc.)?	
General		61. UNITS BUILT BEFORE 1978, rented to families with children under the age of six: is unit	
		free of any chipping, peeling, flaking, chalking or cracking painted surfaces, including windows, window wells, door frames, walls, ceilings, porches, garages, fences or play	
		equipment? Defective paint must be corrected prior to inspection.	
		62. Is the unit clean and ready for move in?	
<b>D</b> <sup>1</sup>	•	via listed above is provided as a generalized aboutlist to determine if a unit is rept ready for Hausing	- · ·

**Disclaimer:** The criteria listed above is provided as a generalized checklist to determine if a unit is rent ready for Housing Choice Voucher Program Participants. This checklist is to be used as guide only as other items not listed may cause the unit to fail an NSPIRE inspection. In addition, all city, county and state codes must be followed. For multi-unit properties and cooperatives, common areas are the responsibility of the Property Owner/Manager. Wherever NSPIRE and building codes and/or state requirements conflict, the owner is responsible for maintaining the unit in accordance with whichever requirement is more stringent.



cvrnewyork.com ()) 112 E Post Road, Suite 102 White Plains, NY 10601 () (914) 995-2415 ()

Voucher Suspension Rule Notice to Tenants

#### **VOUCHER TERM LIMITATIONS:**

#### EFFECTIVELY IMMEDIATELY, All INITIAL VOUCHER TERMS ARE LIMITED TO <u>60 DAYS.</u> <u>UP TO TWO 30 DAY EXTENSIONS MAY BE GRANTED UNDER CERTAIN</u> <u>CIRCUMSTANCES.</u>

For all families that are in the process of leasing a unit, HUD has implemented a mandatory rule that requires all Public Housing Agencies (PHA) to suspend the term of the voucher when the Request for Tenancy Approval (RTA) for the prospective unit is received.

HUD requires that the initial voucher term is at least 60 days, which is the time that the tenant has to search for a unit. The Request for Tenancy Approval (RTA) that must be completed by the tenant and owner is issued at the same time as the voucher. Once the family locates a unit, the RTA is filled out to its entirety and submitted to the local office. When submitted to the office, the voucher will be placed in a suspended status.

The suspension ends when the PHA notifies the tenant in writing of the approval or denial of the RTA.

Please see the step-by-step illustration below that will explain the voucher suspension rule:

1. RTA Submitted			
When the RTA has been	2. Suspend Vouche	$\searrow$	
completed by the owner and tenant it	The voucher suspension starts when the RTA is submitted.	3. Approval or Denial	
must be submitted to the housing agency.		If Approved: The voucher will remain in a suspended status.	
		If Denied: The voucher suspension will end as the tenant searches for a new unit.	

The new rule allows tenants adequate time to search for a unit without their voucher expiring, and potentially being at risk of losing housing assistance.

If you have any questions regarding the new voucher suspension rule, please contact your caseworker for more information.







#### NOTICE OF OCCUPANCY RIGHTS UNDER THE VIOLENCE AGAINST WOMEN ACT (VAWA)

The Violence Against Women Act (VAWA) provides protections for victims of domestic violence, dating violence, sexual assault, or stalking. VAWA protections are not only available to women, but are **available equally to all individuals regardless of sex, gender identity, or sexual orientation.** 

Housing providers cannot discriminate on the basis of any protected characteristic, including race, color, national origin, religion, sex, familial status, disability, or age. HUD-assisted and HUD-insured housing must be made available to all otherwise eligible individuals regardless of actual or perceived sexual orientation, gender identity, or marital status. The U.S. Department of Housing and Urban Development (HUD) is the Federal agency that oversees that the NYS Homes and Community Renewal is in compliance with VAWA.

This notice explains your rights under VAWA. A HUD-approved certification form is attached to this notice. You can fill out this form to show that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking, and that you wish to use your rights under VAWA.

#### **VAWA Protections for Applicants**

If you otherwise qualify for assistance under the CVR New York Housing Choice Voucher Program, you cannot be denied admission or denied assistance because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

#### **VAWA** Protections for Tenants

If you are receiving assistance under CVR New York HCVP, you may not be denied assistance, terminated from participation, or be evicted from your rental housing because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

Also, if you or an affiliated individual of yours is or has been the victim of domestic violence, dating violence, sexual assault, or stalking by a member of your household or any guest, you may not be denied rental assistance or occupancy rights under CVR New York HCVP solely on the basis of criminal activity directly relating to that domestic violence, dating violence, sexual assault, or stalking.

Affiliated individual means your spouse, parent, brother, sister, or child, or a person to whom you stand in the place of a parent or guardian (for example, the affiliated individual is in your care, custody, or control); or any individual, tenant, or lawful occupant living in your household.

#### Removing the Abuser or Perpetrator from the Household

CVR NEW YORK may divide (bifurcate) your lease in order to evict the individual or terminate the assistance of the individual who has engaged in criminal activity (the abuser or perpetrator) directly relating to domestic violence, dating violence, sexual assault, or stalking.

If CVR New York chooses to remove the abuser or perpetrator, CVR New York may not take away the rights of eligible tenants to the unit or otherwise punish the remaining tenants. If the evicted abuser or perpetrator was the sole tenant to have established eligibility for assistance under the program, CVR New York must allow the tenant who is or has been a victim and other household members to remain in the unit for a period of time, in order to establish eligibility under the program or under another HUD housing program covered by VAWA, or, find alternative housing.

In removing the abuser or perpetrator from the household, CVR New York must follow Federal, State, and local eviction procedures. In order to divide a lease, CVR New York may, but is not required to, ask you for documentation or certification of the incidences of domestic violence, dating violence, sexual assault, or stalking.

#### Moving to Another Unit

Upon your request, CVR New York may permit you to move to another unit, subject to the availability of other units, and still keep your assistance. In order to approve a request, CVR New York may ask you to provide documentation that you are requesting to move because of an incidence of domestic violence, dating violence, sexual assault, or stalking. If the request is a request for emergency transfer, the housing provider may ask you to submit a written request or fill out a form where you certify that you meet the criteria for an emergency transfer under VAWA.

U.S. Department of Housing and Urban Development OMB Approval No. 2577-0286 Expires 06/30/2017 Form HUD-5380 (12/2016)

The criteria are:

- 1) You are a victim of domestic violence, dating violence, sexual assault, or stalking. If your housing provider does not already have documentation that you are a victim of domestic violence, dating violence, sexual assault, or stalking, your housing provider may ask you for such documentation, as described in the documentation section below.
- 2) You expressly request the emergency transfer. Your housing provider may choose to require that you submit a form, or may accept another written or oral request.
- 3) You reasonably believe you are threatened with imminent harm from further violence if you remain in your current unit. This means you have a reason to fear that if you do not receive a transfer you would suffer violence in the very near future.
  - OR

You are a victim of sexual assault and the assault occurred on the premises during the 90-calendar-day period before you request a transfer. If you are a victim of sexual assault, then in addition to qualifying for an emergency transfer because you reasonably believe you are threatened with imminent harm from further violence if you remain in your unit, you may qualify for an emergency transfer if the sexual assault occurred on the premises of the property from which you are seeking your transfer, and that assault happened within the 90-calendar-day period before you expressly request the transfer.

CVR New York will keep confidential requests for emergency transfers by victims of domestic violence, dating violence, sexual assault, or stalking, and the location of any move by such victims and their families.

CVR New York's emergency transfer plan provides further information on emergency transfers, and CVR New York must make a copy of its emergency transfer plan available to you if you ask to see it.

#### Documenting You Are or Have Been a Victim of Domestic Violence, Dating Violence, Sexual Assault or Stalking

CVR New York can, but is not required to, ask you to provide documentation to "certify" that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking. Such request from CVR New York must be in writing, and CVR New York must give you at least 14 business days (Saturdays, Sundays, and Federal holidays do not count) from the day you receive the request to provide the documentation. CVR New York may, but does not have to, extend the deadline for the submission of documentation upon your request.

You can provide one of the following to CVR New York as documentation. It is your choice which of the following to submit if CVR New York asks you to provide documentation that you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking.

- A complete HUD-approved certification form given to you by CVR New York with this notice, that documents an incident of domestic violence, dating violence, sexual assault, or stalking. The form will ask for your name, the date, time, and location of the incident of domestic violence, dating violence, sexual assault, or stalking, and a description of the incident. The certification form provides for including the name of the abuser or perpetrator if the name of the abuser or perpetrator is known and is safe to provide.
- A record of a Federal, State, tribal, territorial, or local law enforcement agency, court, or administrative agency that documents the incident of domestic violence, dating violence, sexual assault, or stalking. Examples of such records include police reports, protective orders, and restraining orders, among others.
- A statement, which you must sign, along with the signature of an employee, agent, or volunteer of a victim service provider, an attorney, a medical professional or a mental health professional (collectively, "professional") from whom you sought assistance in addressing domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse, and with the professional selected by you attesting under penalty of perjury that he or she believes that the incident or incidents of domestic violence, dating are grounds for protection.

If you fail or refuse to provide one of these documents within the 14 business days, CVR New York does not have to provide you with the protections contained in this notice.

Notice of Occupancy Rights under the Violence Against Women Act (VAWA)

If CVR New York receives conflicting evidence that an incident of domestic violence, dating violence, sexual assault, or stalking has been committed (such as certification forms from two or more members of a household each claiming to be a victim and naming one or more of the other petitioning household members as the abuser or perpetrator), CVR New York has the right to request that you provide third-party documentation within thirty 30 calendar days in order to resolve the conflict. If you fail or refuse to provide third-party documentation where there is conflicting evidence, CVR New York does not have to provide you with the protections contained in this notice.

#### Confidentiality

CVR New York must keep confidential any information you provide related to the exercise of your rights under VAWA, including the fact that you are exercising your rights under VAWA.

CVR New York must not allow any individual administering assistance or other services on behalf of CVR NEW YORK (for example, employees and contractors) to have access to confidential information unless for reasons that specifically call for these individuals to have access to this information under applicable Federal, State, or local law.

CVR New York must not enter your information into any shared database or disclose your information to any other entity or individual.

CVR New York, however, may disclose the information provided if:

You give written permission to CVR New York to release the information on a time limited basis.

CVR New York needs to use the information in an eviction or termination proceeding, such as to evict your abuser or perpetrator or terminate your abuser or perpetrator from assistance under this program.

A law requires CVR New York or your landlord to release the information.

VAWA does not limit CVR New York's duty to honor court orders about access to or control of the property. This includes orders issued to protect a victim and orders dividing property among household members in cases where a family breaks up.

#### Reasons a Tenant Eligible for Occupancy Rights under VAWA May Be Evicted or Assistance May Be Terminated

You can be evicted and your assistance can be terminated for serious or repeated lease violations that are not related to domestic violence, dating violence, sexual assault, or stalking committed against you. However, CVR New York cannot hold tenants who have been victims of domestic violence, dating violence, sexual assault, or stalking to a more demanding set of rules than it applies to tenants who have not been victims of domestic violence, dating violence, sexual assault, or stalking to a sexual assault, or stalking.

The protections described in this notice might not apply, and you could be evicted and your assistance terminated, if CVR New York can demonstrate that not evicting you or terminating your assistance would present a real physical danger that:

1) Would occur within an immediate time frame, and

2) Could result in death or serious bodily harm to other tenants or those who work on the property.

If CVR New York can demonstrate the above, CVR New York should only terminate your assistance or evict you if there are no other actions that could be taken to reduce or eliminate the threat.

#### Other Laws

VAWA does not replace any Federal, State, or local law that provides greater protection for victims of domestic violence, dating violence, sexual assault, or stalking. You may be entitled to additional housing protections for victims of domestic violence, dating violence, sexual assault, or stalking under other Federal laws, as well as under State and local laws.

#### Non-Compliance with the Requirements of This Notice

You may report a covered housing provider's violations of these rights and seek additional assistance, if needed, by contacting or filing a complaint with the Westchester Human Rights Commission at (914) 995-7710 or the New York City Commission on Human Rights at 311 or (718) 722-3131 or the HUD New York Regional Office at (212) 264-8000.

#### For Additional Information

You may view a copy of HUD's final VAWA rule at <u>https://www.federalregister.gov/documents/2016/11/16/2016-25888/violence-against-women-reauthorization-act-of-2013-implementation-in-hud-housing-programs</u>.

Additionally, CVR New York must make a copy of HUD's VAWA regulations available to you if you ask to see them.

For questions regarding VAWA, please contact CVR New York at 914-995-2415.

#### Resources

For help regarding an abusive relationship, you may call the National Domestic Violence Hotline at 1-800-799-7233 or, for persons with hearing impairments, 1-800-787-3224 (TTY).

For tenants who are or have been victims of stalking seeking help may visit the National Center for Victims of Crime's Stalking Resource Center at <a href="https://www.victimsofcrime.org/our-programs/stalking-resource-center">https://www.victimsofcrime.org/our-programs/stalking-resource-center</a>.

Please see the following for local resources for victims of stalking, domestic violence, sexual assault or other crises.

#### LOCAL RESOURCES Westchester County

Family Justice Center (914) 995-1880

#### New York State Domestic and Sexual Violence Hotline 1-800-942-6906 (English & español/Multi-language Accessibility) Deaf or Hard of Hearing: 711 In NYC: 1-800-621-HOPE (4673) or 311 TDD: 1-800-810-7444

This notice and the following form are for your reference.

You are NOT required to return the following form.

#### CERTIFICATION OF U.S. Department of Housing DOMESTIC VIOLENCE, and Urban Development DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING, AND ALTERNATE DOCUMENTATION

OMB Approval No. 2577-0286 Exp. 06/30/2017

**Purpose of Form:** The Violence Against Women Act ("VAWA") protects applicants, tenants, and program participants in certain HUD programs from being evicted, denied housing assistance, or terminated from housing assistance based on acts of domestic violence, dating violence, sexual assault, or stalking against them. Despite the name of this law, VAWA protection is available to victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation.

**Use of This Optional Form:** If you are seeking VAWA protections from your housing provider, your housing provider may give you a written request that asks you to submit documentation about the incident or incidents of domestic violence, dating violence, sexual assault, or stalking.

In response to this request, you or someone on your behalf may complete this optional form and submit it to your housing provider, or you may submit one of the following types of third-party documentation:

(1) A document signed by you and an employee, agent, or volunteer of a victim service provider, an attorney, or medical professional, or a mental health professional (collectively, "professional") from whom you have sought assistance relating to domestic violence, dating violence, sexual assault, or stalking, or the effects of abuse. The document must specify, under penalty of perjury, that the professional believes the incident or incidents of domestic violence, dating violence, sexual assault, or stalking occurred and meet the definition of "domestic violence," "dating violence," "sexual assault," or "stalking" in HUD's regulations at 24 CFR 5.2003.

(2) A record of a Federal, State, tribal, territorial or local law enforcement agency, court, or administrative agency; or

(3) At the discretion of the housing provider, a statement or other evidence provided by the applicant or tenant.

**Submission of Documentation:** The time period to submit documentation is 14 business days from the date that you receive a written request from your housing provider asking that you provide documentation of the occurrence of domestic violence, dating violence, sexual assault, or stalking. Your housing provider may, but is not required to, extend the time period to submit the documentation, if you request an extension of the time period. If the requested information is not received within 14 business days of when you received the request for the documentation, or any extension of the date provided by your housing provider, your housing provider does not need to grant you any of the VAWA protections. Distribution or issuance of this form does not serve as a written request for certification.

**Confidentiality:** All information provided to your housing provider concerning the incident(s) of domestic violence, dating violence, sexual assault, or stalking shall be kept confidential and such details shall not be entered into any shared database. Employees of your housing provider are not to have access to these details unless to grant or deny VAWA protections to you, and such employees may not disclose this information to any other entity or individual, except to the extent that disclosure is: (i) consented to by you in writing in a time-limited release; (ii) required for use in an eviction proceeding or hearing regarding termination of assistance; or (iii) otherwise required by applicable law.

#### TO BE COMPLETED BY OR ON BEHALF OF THE VICTIM OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, OR STALKING

1. Date the written request is received by victim:
2. Name of victim:
3. Your name (if different from victim's):
4. Name(s) of other family member(s) listed on the lease:
5. Residence of victim:
6. Name of the accused perpetrator (if known and can be safely disclosed):
<ul> <li>7. Relationship of the accused perpetrator to the victim:</li> <li>8. Date(s) and times(s) of incident(s) (if known):</li> </ul>
10. Location of incident(s):
In your own words, briefly describe the incident(s):
This is to certify that the information provided on this form is true and correct to the best of my knowledge and recollection, and that the individual named above in Item 2 is or has been a victim of domestic violence, dating violence, sexual assault or stalking. I acknowledge that submission of false information could

and recollection, and that the individual named above in Item 2 is or has been a victim of domestic violence, dating violence, sexual assault, or stalking. I acknowledge that submission of false information could jeopardize program eligibility and could be the basis for denial of admission, termination of assistance, or eviction.

Signature \_\_\_\_\_Signed on (Date) \_\_\_\_\_

**Public Reporting Burden:** The public reporting burden for this collection of information is estimated to average 1 hour per response. This includes the time for collecting, reviewing, and reporting the data. The information provided is to be used by the housing provider to request certification that the applicant or tenant is a victim of domestic violence, dating violence, sexual assault, or stalking. The information is subject to the confidentiality requirements of VAWA. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid Office of Management and Budget control number.





Protect Your Family From Lead in Your Home





United States Environmental Protection Agency



United States Consumer Product Safety Commission



United States Department of Housing and Urban Development

### Are You Planning to Buy or Rent a Home Built Before 1978?

Did you know that many homes built before 1978 have **lead-based paint**? Lead from paint, chips, and dust can pose serious health hazards.

#### Read this entire brochure to learn:

- How lead gets into the body
- How lead affects health
- · What you can do to protect your family
- Where to go for more information

## Before renting or buying a pre-1978 home or apartment, federal law requires:

- Sellers must disclose known information on lead-based paint or leadbased paint hazards before selling a house.
- Real estate sales contracts must include a specific warning statement about lead-based paint. Buyers have up to 10 days to check for lead.
- Landlords must disclose known information on lead-based paint or lead-based paint hazards before leases take effect. Leases must include a specific warning statement about lead-based paint.

## If undertaking renovations, repairs, or painting (RRP) projects in your pre-1978 home or apartment:

• Read EPA's pamphlet, *The Lead-Safe Certified Guide to Renovate Right*, to learn about the lead-safe work practices that contractors are required to follow when working in your home (see page 12).



## Simple Steps to Protect Your Family from Lead Hazards

#### If you think your home has lead-based paint:

- Don't try to remove lead-based paint yourself.
- Always keep painted surfaces in good condition to minimize deterioration.
- Get your home checked for lead hazards. Find a certified inspector or risk assessor at epa.gov/lead.
- Talk to your landlord about fixing surfaces with peeling or chipping paint.
- Regularly clean floors, window sills, and other surfaces.
- Take precautions to avoid exposure to lead dust when remodeling.
- When renovating, repairing, or painting, hire only EPA- or stateapproved Lead-Safe certified renovation firms.
- Before buying, renting, or renovating your home, have it checked for lead-based paint.
- Consult your health care provider about testing your children for lead. Your pediatrician can check for lead with a simple blood test.
- Wash children's hands, bottles, pacifiers, and toys often.
- Make sure children eat healthy, low-fat foods high in iron, calcium, and vitamin C.
- Remove shoes or wipe soil off shoes before entering your house.

## Lead Gets into the Body in Many Ways

#### Adults and children can get lead into their bodies if they:

- Breathe in lead dust (especially during activities such as renovations, repairs, or painting that disturb painted surfaces).
- Swallow lead dust that has settled on food, food preparation surfaces, and other places.
- Eat paint chips or soil that contains lead.

#### Lead is especially dangerous to children under the age of 6.

- At this age, children's brains and nervous systems are more sensitive to the damaging effects of lead.
- Children's growing bodies absorb more lead.
- Babies and young children often put their hands and other objects in their mouths. These objects can have lead dust on them.



## Women of childbearing age should know that lead is dangerous to a developing fetus.

• Women with a high lead level in their system before or during pregnancy risk exposing the fetus to lead through the placenta during fetal development.

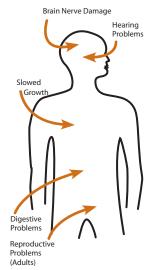
## **Health Effects of Lead**

**Lead affects the body in many ways.** It is important to know that even exposure to low levels of lead can severely harm children.

#### In children, exposure to lead can cause:

- Nervous system and kidney damage
- Learning disabilities, attention-deficit disorder, and decreased intelligence
- Speech, language, and behavior problems
- Poor muscle coordination
- Decreased muscle and bone growth
- Hearing damage

While low-lead exposure is most common, exposure to high amounts of lead can have devastating effects on children, including seizures, unconsciousness, and in some cases, death.



Although children are especially susceptible to lead exposure, lead can be dangerous for adults, too.

#### In adults, exposure to lead can cause:

- Harm to a developing fetus
- Increased chance of high blood pressure during pregnancy
- Fertility problems (in men and women)
- High blood pressure
- Digestive problems
- Nerve disorders
- Memory and concentration problems
- Muscle and joint pain

## **Check Your Family for Lead**

## Get your children and home tested if you think your home has lead.

Children's blood lead levels tend to increase rapidly from 6 to 12 months of age, and tend to peak at 18 to 24 months of age.

Consult your doctor for advice on testing your children. A simple blood test can detect lead. Blood lead tests are usually recommended for:

- Children at ages 1 and 2
- Children or other family members who have been exposed to high levels of lead
- Children who should be tested under your state or local health screening plan

Your doctor can explain what the test results mean and if more testing will be needed.

### **Where Lead-Based Paint Is Found**

In general, the older your home or childcare facility, the more likely it has lead-based paint.<sup>1</sup>

Many homes, including private, federally-assisted, federallyowned housing, and childcare facilities built before 1978 have lead-based paint. In 1978, the federal government banned consumer uses of lead-containing paint.<sup>2</sup>

Learn how to determine if paint is lead-based paint on page 7.

#### Lead can be found:

- In homes and childcare facilities in the city, country, or suburbs,
- In private and public single-family homes and apartments,
- On surfaces inside and outside of the house, and
- In soil around a home. (Soil can pick up lead from exterior paint or other sources, such as past use of leaded gas in cars.)

Learn more about where lead is found at epa.gov/lead.

<sup>&</sup>lt;sup>1</sup> "Lead-based paint" is currently defined by the federal government as paint with lead levels greater than or equal to 1.0 milligram per square centimeter (mg/cm<sup>2</sup>), or more than 0.5% by weight.

<sup>&</sup>lt;sup>2</sup> "Lead-containing paint" is currently defined by the federal government as lead in new dried paint in excess of 90 parts per million (ppm) by weight.

### Identifying Lead-Based Paint and Lead-Based Paint Hazards

Deteriorated lead-based paint (peeling, chipping, chalking, cracking, or damaged paint) is a hazard and needs immediate attention. Lead-based paint may also be a hazard when found on surfaces that children can chew or that get a lot of wear and tear, such as:

- On windows and window sills
- Doors and door frames
- Stairs, railings, banisters, and porches

**Lead-based paint is usually not a hazard if it is in good condition** and if it is not on an impact or friction surface like a window.

**Lead dust** can form when lead-based paint is scraped, sanded, or heated. Lead dust also forms when painted surfaces containing lead bump or rub together. Lead paint chips and dust can get on surfaces and objects that people touch. Settled lead dust can reenter the air when the home is vacuumed or swept, or when people walk through it. EPA currently defines the following levels of lead in dust as hazardous:

- 10 micrograms per square foot (µg/ft<sup>2</sup>) and higher for floors, including carpeted floors
- 100 µg/ft<sup>2</sup> and higher for interior window sills

**Lead in soil** can be a hazard when children play in bare soil or when people bring soil into the house on their shoes. EPA currently defines the following levels of lead in soil as hazardous:

- 400 parts per million (ppm) and higher in play areas of bare soil
- 1,200 ppm (average) and higher in bare soil in the remainder of the yard

## Remember, lead from paint chips—which you can see—and lead dust—which you may not be able to see—both can be hazards.

The only way to find out if paint, dust, or soil lead hazards exist is to test for them. The next page describes how to do this.

## **Checking Your Home for Lead**

You can get your home tested for lead in several different ways:

- A lead-based paint **inspection** tells you if your home has leadbased paint and where it is located. It won't tell you whether your home currently has lead hazards. A trained and certified testing professional, called a lead-based paint inspector, will conduct a paint inspection using methods, such as:
  - Portable x-ray fluorescence (XRF) machine
  - · Lab tests of paint samples
- A risk assessment tells you if your home currently has any lead hazards from lead in paint, dust, or soil. It also tells you what actions to take to address any hazards. A trained and certified testing professional, called a risk assessor, will:



- Sample paint that is deteriorated on doors, windows, floors, stairs, and walls
- Sample dust near painted surfaces and sample bare soil in the yard
- · Get lab tests of paint, dust, and soil samples
- A combination inspection and risk assessment tells you if your home has any lead-based paint and if your home has any lead hazards, and where both are located.

Be sure to read the report provided to you after your inspection or risk assessment is completed, and ask questions about anything you do not understand.

## **Checking Your Home for Lead, continued**

In preparing for renovation, repair, or painting work in a pre-1978 home, Lead-Safe Certified renovators (see page 12) may:

- Take paint chip samples to determine if lead-based paint is present in the area planned for renovation and send them to an EPA-recognized lead lab for analysis. In housing receiving federal assistance, the person collecting these samples must be a certified lead-based paint inspector or risk assessor
- Use EPA-recognized tests kits to determine if lead-based paint is absent (but not in housing receiving federal assistance)
- Presume that lead-based paint is present and use lead-safe work practices

There are state and federal programs in place to ensure that testing is done safely, reliably, and effectively. Contact your state or local agency for more information, visit epa.gov/lead, or call **1-800-424-LEAD** (5323) for a list of contacts in your area.<sup>3</sup>

<sup>&</sup>lt;sup>3</sup> Hearing- or speech-challenged individuals may access this number through TTY by calling the Federal Relay Service at 1-800-877-8339.

## What You Can Do Now to Protect Your Family

## If you suspect that your house has lead-based paint hazards, you can take some immediate steps to reduce your family's risk:

- If you rent, notify your landlord of peeling or chipping paint.
- Keep painted surfaces clean and free of dust. Clean floors, window frames, window sills, and other surfaces weekly. Use a mop or sponge with warm water and a general all-purpose cleaner. (Remember: never mix ammonia and bleach products together because they can form a dangerous gas.)
- Carefully clean up paint chips immediately without creating dust.
- Thoroughly rinse sponges and mop heads often during cleaning of dirty or dusty areas, and again afterward.
- Wash your hands and your children's hands often, especially before they eat and before nap time and bed time.
- Keep play areas clean. Wash bottles, pacifiers, toys, and stuffed animals regularly.
- Keep children from chewing window sills or other painted surfaces, or eating soil.
- When renovating, repairing, or painting, hire only EPA- or stateapproved Lead-Safe Certified renovation firms (see page 12).
- Clean or remove shoes before entering your home to avoid tracking in lead from soil.
- Make sure children eat nutritious, low-fat meals high in iron, and calcium, such as spinach and dairy products. Children with good diets absorb less lead.

### **Reducing Lead Hazards**

Disturbing lead-based paint or removing lead improperly can increase the hazard to your family by spreading even more lead dust around the house.

 In addition to day-to-day cleaning and good nutrition, you can temporarily reduce lead-based paint hazards by taking actions, such as repairing damaged painted surfaces and planting grass to cover leadcontaminated soil. These actions are not permanent solutions and will need ongoing attention.



- You can minimize exposure to lead when renovating, repairing, or painting by hiring an EPA- or statecertified renovator who is trained in the use of lead-safe work practices. If you are a do-it-yourselfer, learn how to use lead-safe work practices in your home.
- To remove lead hazards permanently, you should hire a certified lead abatement contractor. Abatement (or permanent hazard elimination) methods include removing, sealing, or enclosing lead-based paint with special materials. Just painting over the hazard with regular paint is not permanent control.

## Always use a certified contractor who is trained to address lead hazards safely.

- Hire a Lead-Safe Certified firm (see page 12) to perform renovation, repair, or painting (RRP) projects that disturb painted surfaces.
- To correct lead hazards permanently, hire a certified lead abatement contractor. This will ensure your contractor knows how to work safely and has the proper equipment to clean up thoroughly.

Certified contractors will employ qualified workers and follow strict safety rules as set by their state or by the federal government.

### **Reducing Lead Hazards, continued**

**If your home has had lead abatement work done** or if the housing is receiving federal assistance, once the work is completed, dust cleanup activities must be conducted until clearance testing indicates that lead dust levels are below the following levels:

- 10 micrograms per square foot  $(\mu g/ft^2)$  for floors, including carpeted floors
- 100 µg/ft<sup>2</sup> for interior windows sills
- 400 µg/ft<sup>2</sup> for window troughs

Abatements are designed to permanently eliminate lead-based paint hazards. However, lead dust can be reintroduced into an abated area.

- Use a HEPA vacuum on all furniture and other items returned to the area, to reduce the potential for reintroducing lead dust.
- Regularly clean floors, window sills, troughs, and other hard surfaces with a damp cloth or sponge and a general all-purpose cleaner.

Please see page 9 for more information on steps you can take to protect your home after the abatement. For help in locating certified lead abatement professionals in your area, call your state or local agency (see pages 15 and 16), epa.gov/lead, or call 1-800-424-LEAD.

## Renovating, Repairing or Painting a Home with Lead-Based Paint

#### If you hire a contractor to conduct renovation, repair, or painting (RRP) projects in your pre-1978 home or childcare facility (such as pre-school and kindergarten), your contractor must:

- Be a Lead-Safe Certified firm approved by EPA or an EPA-authorized state program
- Use qualified trained individuals (Lead-Safe Certified renovators) who follow specific lead-safe work practices to prevent lead contamination
- Provide a copy of EPA's lead hazard information document, The Lead-Safe Certified Guide to Renovate Right



## RRP contractors working in pre-1978 homes and childcare facilities must follow lead-safe work practices that:

- **Contain the work area.** The area must be contained so that dust and debris do not escape from the work area. Warning signs must be put up, and plastic or other impermeable material and tape must be used.
- Avoid renovation methods that generate large amounts of lead-contaminated dust. Some methods generate so much lead-contaminated dust that their use is prohibited. They are:
  - Open-flame burning or torching
  - Sanding, grinding, planing, needle gunning, or blasting with power tools and equipment not equipped with a shroud and HEPA vacuum attachment
  - Using a heat gun at temperatures greater than 1100°F
- **Clean up thoroughly.** The work area should be cleaned up daily. When all the work is done, the area must be cleaned up using special cleaning methods.
- **Dispose of waste properly.** Collect and seal waste in a heavy duty bag or sheeting. When transported, ensure that waste is contained to prevent release of dust and debris.

To learn more about EPA's requirements for RRP projects, visit epa.gov/getleadsafe, or read *The Lead-Safe Certified Guide to Renovate Right*.

## **Other Sources of Lead**

#### Lead in Drinking Water

The most common sources of lead in drinking water are lead pipes, faucets, and fixtures.

Lead pipes are more likely to be found in older cities and homes built before 1986.

You can't smell or taste lead in drinking water.

To find out for certain if you have lead in drinking water, have your water tested.

Remember older homes with a private well can also have plumbing materials that contain lead.

#### Important Steps You Can Take to Reduce Lead in Drinking Water

- Use only cold water for drinking, cooking and making baby formula. Remember, boiling water does not remove lead from water.
- Before drinking, flush your home's pipes by running the tap, taking a shower, doing laundry, or doing a load of dishes.
- Regularly clean your faucet's screen (also known as an aerator).
- If you use a filter certified to remove lead, don't forget to read the directions to learn when to change the cartridge. Using a filter after it has expired can make it less effective at removing lead.

Contact your water company to determine if the pipe that connects your home to the water main (called a service line) is made from lead. Your area's water company can also provide information about the lead levels in your system's drinking water.

For more information about lead in drinking water, please contact EPA's Safe Drinking Water Hotline at 1-800-426-4791. If you have other questions about lead poisoning prevention, call 1-800 424-LEAD.\*

Call your local health department or water company to find out about testing your water, or visit epa.gov/safewater for EPA's lead in drinking water information. Some states or utilities offer programs to pay for water testing for residents. Contact your state or local water company to learn more.

 <sup>\*</sup> Hearing- or speech-challenged individuals may access this number through TTY
 by calling the Federal Relay Service at 1-800-877-8339.

## **Other Sources of Lead, continued**

- Lead smelters or other industries that release lead into the air.
- Your job. If you work with lead, you could bring it home on your body or clothes. Shower and change clothes before coming home. Launder your work clothes separately from the rest of your family's clothes.
- **Hobbies** that use lead, such as making pottery or stained glass, or refinishing furniture. Call your local health department for information about hobbies that may use lead.
- Old toys and furniture may have been painted with lead-containing paint. Older toys and other children's products may have parts that contain lead.<sup>4</sup>
- Food and liquids cooked or stored in **lead crystal** or **lead-glazed pottery or porcelain** may contain lead.
- Folk remedies, such as "greta" and "azarcon," used to treat an upset stomach.

<sup>&</sup>lt;sup>4</sup> In 1978, the federal government banned toys, other children's products, and furniture with lead-containing paint. In 2008, the federal government banned lead in most children's products. The federal government currently bans lead in excess of 100 ppm by weight in most children's products.

#### **The National Lead Information Center**

Learn how to protect children from lead poisoning and get other information about lead hazards on the Web at epa.gov/lead and hud.gov/lead, or call **1-800-424-LEAD (5323).** 

#### **EPA's Safe Drinking Water Hotline**

For information about lead in drinking water, call **1-800-426-4791**, or visit epa.gov/safewater for information about lead in drinking water.

#### **Consumer Product Safety Commission (CPSC) Hotline**

For information on lead in toys and other consumer products, or to report an unsafe consumer product or a product-related injury, call **1-800-638-2772**, or visit CPSC's website at cpsc.gov or saferproducts.gov.

#### State and Local Health and Environmental Agencies

Some states, tribes, and cities have their own rules related to leadbased paint. Check with your local agency to see which laws apply to you. Most agencies can also provide information on finding a lead abatement firm in your area, and on possible sources of financial aid for reducing lead hazards. Receive up-to-date address and phone information for your state or local contacts on the Web at epa.gov/lead, or contact the National Lead Information Center at **1-800-424-LEAD**.

Hearing- or speech-challenged individuals may access any of the phone numbers in this brochure through TTY by calling the toll-free Federal Relay Service at **1-800-877-8339**.

### U. S. Environmental Protection Agency (EPA) Regional Offices

The mission of EPA is to protect human health and the environment. Your Regional EPA Office can provide further information regarding regulations and lead protection programs.

**Region 1** (Connecticut, Massachusetts, Maine, New Hampshire, Rhode Island, Vermont)

Regional Lead Contact U.S. EPA Region 1 5 Post Office Square, Suite 100, OES 05-4 Boston, MA 02109-3912 (888) 372-7341

**Region 2** (New Jersey, New York, Puerto Rico, Virgin Islands)

Regional Lead Contact U.S. EPA Region 2 2890 Woodbridge Avenue Building 205, Mail Stop 225 Edison, NJ 08837-3679 (732) 906-6809

**Region 3** (Delaware, Maryland, Pennsylvania, Virginia, DC, West Virginia)

Regional Lead Contact U.S. EPA Region 3 1650 Arch Street Philadelphia, PA 19103 (215) 814-2088

**Region 4** (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee)

Regional Lead Contact U.S. EPA Region 4 AFC Tower, 12th Floor, Air, Pesticides & Toxics 61 Forsyth Street, SW Atlanta, GA 30303 (404) 562-8998

**Region 5** (Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin)

Regional Lead Contact U.S. EPA Region 5 (LL-17J) 77 West Jackson Boulevard Chicago, IL 60604-3666 (312) 353-3808 **Region 6** (Arkansas, Louisiana, New Mexico, Oklahoma, Texas, and 66 Tribes)

Regional Lead Contact U.S. EPA Region 6 1445 Ross Avenue, 12th Floor Dallas, TX 75202-2733 (214) 665-2704

#### Region 7 (Iowa, Kansas, Missouri, Nebraska)

Regional Lead Contact U.S. EPA Region 7 11201 Renner Blvd. Lenexa, KS 66219 (800) 223-0425

**Region 8** (Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming)

Regional Lead Contact U.S. EPA Region 8 1595 Wynkoop St. Denver, CO 80202 (303) 312-6966

**Region 9** (Arizona, California, Hawaii, Nevada)

Regional Lead Contact U.S. EPA Region 9 (CMD-4-2) 75 Hawthorne Street San Francisco, CA 94105 (415) 947-4280

**Region 10** (Alaska, Idaho, Oregon, Washington)

Regional Lead Contact U.S. EPA Region 10 (20-C04) Air and Toxics Enforcement Section 1200 Sixth Avenue, Suite 155 Seattle, WA 98101 (206) 553-1200

### **Consumer Product Safety Commission (CPSC)**

The CPSC protects the public against unreasonable risk of injury from consumer products through education, safety standards activities, and enforcement. Contact CPSC for further information regarding consumer product safety and regulations.

CPSC

4330 East West Highway Bethesda, MD 20814-4421 1-800-638-2772 cpsc.gov or saferproducts.gov

# U. S. Department of Housing and Urban Development (HUD)

HUD's mission is to create strong, sustainable, inclusive communities and quality affordable homes for all. Contact to Office of Lead Hazard Control and Healthy Homes for further information regarding the Lead Safe Housing Rule, which protects families in pre-1978 assisted housing, and for the lead hazard control and research grant programs.

#### HUD

451 Seventh Street, SW, Room 8236 Washington, DC 20410-3000 (202) 402-7698 hud.gov/lead

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U. S. EPA Washington DC 20460 U. S. CPSC Bethesda MD 20814 U. S. HUD Washington DC 20410 EPA-747-K-12-001 March 2021

# **IMPORTANT!**

## Lead From Paint, Dust, and Soil in and Around Your Home Can Be Dangerous if Not Managed Properly

- Children under 6 years old are most at risk for lead poisoning in your home.
- Lead exposure can harm young children and babies even before they are born.
- Homes, schools, and child care facilities built before 1978 are likely to contain lead-based paint.
- Even children who seem healthy may have dangerous levels of lead in their bodies.
- Disturbing surfaces with lead-based paint or removing lead-based paint improperly can increase the danger to your family.
- People can get lead into their bodies by breathing or swallowing lead dust, or by eating soil or paint chips containing lead.
- People have many options for reducing lead hazards.
   Generally, lead-based paint that is in good condition is not a hazard (see page 10).