

## **Waiting List Preference**

The admission preferences will be revised to include a local residency preference. Physical residence shall be defined as a domicile with a mailing address, other than a PO Box, for which the applicant can produce documentation listed below.

- Residency Preference: Families who live, work or have been hired to work in Kanawha, Clay, or Putnam counties. The residency preference will not be based on how long an applicant has resided or worked in the residency preference area; and the residency preference will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race, color, ethnic origin, gender, religion, disability, or age of any member of an applicant family. Working is defined as: At least one adult in the household is employed for at least 20 hours per week for the past six months, earning minimum wage and who is employed at the date of admission.

At the time of initial application the applicant will be required to provide verification of eligibility for local preference. If the applicant family is unable to provide the required verifiable proof, the applicant will be denied the preference and be placed on the waiting list without benefit of preference and based on date and time of acceptance of application. The burden of providing such proof rests solely with the applicant. Applicant will be required to re-verify their continued eligibility for a local preference prior to unit offer and/or placement in a low-rent public housing unit or issuance of a Section 8 Housing Choice Voucher.

Preference points are cumulative and determine an Applicant's position on the CKHA waiting list. An Applicant may qualify for more than one Preference at a time. When determining equally total preference points, the date and time of application is the final deciding factor.