TENANT SELECTION PLAN
UAHI RIDGE PHASE I
July 2026

The procedures contained in this Tenant Selection Plan (TSP) have been established in compliance with the Department of Housing and Urban Development (HUD) Handbook 4350.3, REV-1, Change 3, as amended, and all other applicable federal statutes and regulations. It is designed to promote fairness and uniformity in tenant selection and to promote efficiencies in the process by which applications are processed. The following policies and procedures apply to all applicants/tenants of Uahi Ridge Phase I, referred to in this document as “UR1” or the “Project”, located in Lihue, Kauai 96756. Mark Development, Inc. is the Managing Agent and referred to in this document as “Management”.

Uahi Ridge Phase 1 is a newly constructed, 96-unit multifamily rental housing project consisting of 95 affordable units and one manager’s unit. The affordable units include 48 one-bedroom, 23 two-bedroom, and 24 three-bedroom units serving households earning at or below 60% of the Area Median Income. Seventeen of the affordable units will receive Project-Based Voucher assistance administered by the Kauai County Housing Agency.

Uahi Ridge Phase 1 is an Equal Housing Opportunity community. Management complies with all applicable federal, state, and local fair housing and nondiscrimination laws and will affirmatively market the property in accordance with its Affirmative Fair Housing Marketing Plan.

STATEMENT OF NON-DISCRIMINATION

The policy of Management is one of equal opportunity and non-discrimination in compliance with Section 504 of the Rehabilitation Act of 1973 which prohibits discrimination on the basis of disability in any program or activity receiving federal financial assistance from HUD; The Fair Housing Act Amendments of 1988 which prohibits discrimination in housing and housing related transactions based on race, color, religion, sex, national origin, disability and familial status. It applies to housing, regardless of the presence of federal financial assistance; and Title VI of the Civil Rights Act of 1964 which prohibits discrimination on the basis of race, color or national origin in any program or activity receiving federal financial assistance from HUD.

These rights are also included in Hawaii Revised Statutes Chapter 515 which further expands the protection provided by State law. Together, Federal and State laws prohibit housing discrimination based on a person’s race, color, religion, ancestry/national origin, sex, familial status, physical or mental disability, marital status, age, or HIV infection. These requirements apply to all aspects of tenant relations including without limitation: accepting and processing applications, selecting residents from among eligible applicants on the waiting list, assigning units, certifying and re-certifying eligibility for assistance and terminating tenancies.

MDI operates all properties consistently with HUD’s Equal Access Rule which requires that HUD-assisted and HUD-insured housing are made available to all otherwise eligible individuals and families regardless of actual or perceived sexual orientation, gender identity, or marital status.

Management will not discriminate on the basis of race, color, creed, religion, national or ethnic origin, citizenship, ancestry, sex, actual or perceived sexual orientation or gender identity, familial status, disability, age or any other basis prohibited by local, state or federal law in any aspect of tenant selection or matters related to initial and continued occupancy. Management will affirmatively market the property as specified in its Affirmative Fair Marketing Plan.

PROJECT-SPECIFIC REQUIREMENTS

Uahi Ridge Phase 1 is designated as a workforce housing family project. Applicants and tenants must meet the following requirements to be eligible for occupancy and/or housing assistance, as applicable:

- The household's annual income must not exceed program income limits.
- All adults in each applicant household must sign a Consent for the Release of Information prior to receiving assistance and annually thereafter.
- The family must qualify based the owner/agent's screening criteria.
- The household size must be appropriate based on the available units.
- The unit for which the household is applying must be the household's only residence.
- An applicant must agree to pay the rent required by the program under which the applicant will receive assistance.
- Only U.S. citizens or eligible noncitizens may receive assistance under Section 8, Section 236, Rent Supplement, Rental Assistance Payment (RAP), and Section 202/8 programs.
- Students enrolled in an institute of higher education must meet program eligibility requirements.
- All information reported by the household is subject to verification.
- Various subsidy or insurance programs may impose additional occupancy restrictions.

PROJECT-BASED VOUCHER (PBV) ASSISTANCE

Uahi Ridge Phase I include 17 Project-Based Voucher (PBV) units administered by the County of Kauaʻi Housing Agency (KCHA)**.** PBV assistance is attached to designated units rather than to the household/family. Eligible households leasing one of these PBV units may receive rental assistance for as long as they remain eligible under the PBV Program and comply with all program requirements. Applicants interested in a PBV-assisted unit must meet the eligibility requirements established by KCHA for the PBV Program.

KCHA is responsible for determining eligibility for PBV assistance, income eligibility, subsidy calculations, and ongoing program compliance. MDI is responsible for property management functions including leasing, owner screening, unit assignments, and enforcement of the lease.

PBV Screening Disclaimer: Any PBV applicant whose eligibility has been determined by the Kauai County Housing Agency (KCHA) and who is referred to the Project by KCHA will be deemed to have satisfied the tenant-selection criteria set forth below. Such applicants will not be subject to additional screening or rescreening by Mark Development, Inc. as a condition of unit approval.

OCCUPANCY STANDARDS

Occupancy standards serve to prevent the over-utilization or under-utilization of units. Occupancy standards also ensure that residents are treated fairly and consistently and receive adequate housing space.

Occupancy standards for Uahi Ridge Phase I are set at:

# of Bedrooms	Minimum # Household Members	Maximum # Household Members

1	1	3
2	2	5
3	3	7

Any household placed in a unit size different from that defined in these Occupancy Standards shall agree to transfer to an appropriate size unit when one becomes available.

For households receiving Project-Based Voucher (PBV) assistance: Unit size will be determined by the County of Kauaʻi Housing Agency (KCHA) in accordance with its PBV occupancy standards. These standards may differ from the occupancy standards otherwise used by the property.

INCOME LIMITS

Applicant's annual income must not exceed program income limits established by HUD annually. The income limits for units at Uahi Ridge Phase I are as follows:

Area Median Income (AMI)	Number of Units
30%	8
40%	10
50%	42
60%	35
Staff Unit	1
Total Units	**96**

Review current income limits at: https://www.huduser.gov/portal/datasets/il.html

The income limits for Uahi Ridge Phase I units are set aside for households earning at or less than 60% AMI. PBV units are set aside for households earning at or less than 50% AMI.

SOCIAL SECURITY NUMBER REQUIREMENTS

In order for MDI to make an eligibility determination the applicant(s) must disclose their social security number(s) (SSN). The head of household/spouse/co-head must disclose SSNs for all family members regardless of age.

Applicant(s) MUST provide documentation of SSNs. The following lists accepted forms of documentation:

1. Original Social Security card
2. Driver's license with SSN
3. Identification card issued by a federal, State, or local agency, medical insurance provider, or an employer or trade union.
4. Earnings statements on payroll stubs
5. Bank statement
6. Form 1099
7. Benefit award letter
8. Retirement benefit letter
9. Life insurance policy
10. Court records

ELIGIBILITY OF STUDENTS
Households composed entirely of full-time students are NOT eligible for the Low Income Housing Tax Credit Program (LIHTC).

A "full-time student" is defined by the IRS as taking 12 credit hours a semester or attending school full-time 5 months per year at an educational institution with regular facilities, other than a correspondence or night school. Student status is monitored on a tax-year basis, thus an applicant would not be eligible if the person had been a full-time student for 5 months of the tax year, even if they had graduated prior to applying for an LIHTC unit.

Student eligibility is determined at move-in/initial certification and at each annual certification. Student eligibility may also be reviewed throughout the year if a student status has changed since the last certification. All students are required to report any change in their student status. Any household violating the LIHTC Student Rule will be terminated.

As required by IRC Section 42 (LIHTC Program), all rental units in the project may not be occupied entirely by full-time students, unless the household meets at least one of the following exceptions:

1. A household member is enrolled in an eligible job training program (federal, state, or local).
2. A household member receives assistance under Title IV of the Social Security Act (e.g., TANF or foster care benefits).
3. The household consists of single parents with their children; none are dependents of a third-party taxpayer.
4. The household is made up of married adults eligible to file a joint tax return.
5. A household member was previously under care and placement of the foster care program under Title IV.

For purposes of this rule, full-time student status is defined as enrollment for at least five calendar months (not necessarily consecutive) during the calendar year, as determined by the educational institution.

WAITLIST PREFERENCES
Management will observe the preferences listed below, prioritized in the order of the list below:

1. <u>VAWA Emergency Transfer (Internal)</u>: Existing tenants receiving rental assistance who is a victim of domestic violence, dating violence, sexual assault, or stalking, and reasonably believes that there is a threat of imminent harm from further violence if remaining within the same unit may be eligible for an emergency transfer. A tenant requesting an emergency transfer must expressly request the transfer and provide documentation of the occurrence of the incident.
2. <u>Accommodation for Existing Tenants (In-house transfers)</u>**:** Priority on the waitlist is given for requests for a reasonable accommodation from existing tenants requiring unit transfers due to a disability (including requests for a unit specifically designed for disabled or handicapped persons as described in #5 below). This preference will be granted upon proper notification from the household and medical verification of need by MDI.
3. <u>Employment / Residence Geographic Area Preference</u>: UR1 shall give preference to applicants – FIRST, to those employed within the Lihue tax zone. Preference shall then be available to applicants residing and domiciled on the island of Kauai for a minimum of one year. Preference shall then be available to the residents domiciled in the State of Hawaii for a minimum of one year. All other applicants will follow. Applicants will be required to show proof of employment and/or residency.

4. Housing Choice Voucher holders: Priority on the waitlist is given to applicants with a current Housing Choice Voucher or other similar tenant-based rental assistance.
5. Units Specifically Designed for Disabled or Handicapped Persons**:** Priority given to households who require the features of a unit specifically designed for disabled/handicapped persons over other households who have no Handicapped or Disabled members. For units designed for accessibility to individuals with mobility, hearing or vision impairments, preference shall be given to households requiring such units. This preference will be granted upon proper notification from the household and medical verification of need by MDI.
6. Displaced by government action or a presidential declared disaster: Preferences will be verified at the time the application is submitted. Applicant must provide documentation of such action. If a written documentation cannot be obtained then management will verify the preference, by phone (notating date, time and person spoke to) with the appropriate local government agency or disaster relief office.

If there is no available unit at the time the application with preference is submitted, the applicant will be placed on the waitlist with a notation of preference.

When a unit becomes available, the applicants notated with a preference will have first priority over the applicants on the waiting list that do not have a preference. Applicants with preference must still complete the interview process and meet all eligibility requirements before being offered a unit. Having a preference does not automatically guarantee the applicant a unit.

WATILIST PREFERENCE POOL
UR1 will observe the following waitlist preferences when selecting applicants, prioritized in the order of the list below.

I. Persons Employed within the Lihue Tax Zone: Residents who are employed within the Lihue Tax Zone will have first preference. Applicants will be required to show proof of employment within the Lihue Tax Zone.
II. Residents of the Island of Kauai: Residents of the Island of Kauai will have second preference.
III. Residents of the State of Hawaii: Preference shall then be available to residents of the State of Hawaii. Applicants will be required to show proof of residency.

Within each Preference Pool above, the following priorities apply:

I. Person(s) with a Housing Choice Voucher have priority within each Preference Pool (as described in #4 below).
II. Persons who are Disabled or Handicapped will be given preference for ADA units (as described in #5 below).
III. If a household is displaced by government action or a presidential declared disaster, per HUD regulations, they will have preference for any HUD assisted units over all other preferences listed above (as described in #6 below).

ACCEPTING APPLICATIONS
Applications may be obtained at:

- MDI's website/Online Application: www.mdihawaii.com/rentals/uahi-ridge-phase-1
- Uahi Ridge Phase 's Management Office located at: 4534 Uahi Ridge Road, Apt. 2, Lihue, Hawaii 96766
- Emailing properties@mdihawaii.com or calling 808-735-9099 ext. 1 and providing your full name, mailing address and the property interested in
- MDI's main office located at 3165 Waialae Avenue, Suite 200, Honolulu, Hawaii 96816

Completed applications may be returned in person or by mail at one of the two locations listed above. MDI also accepts completed applications by fax, email or via MDI's website listed above.

MDI will make accommodations to persons with disabilities who cannot utilize the above application process by providing an alternative method.

MDI is committed to protecting the privacy of all applicants and tenants. Any personal information provided on rental applications, supporting documents, or during the application and tenancy process will be collected solely for the purpose of determining eligibility, processing applications, and managing the property in accordance with applicable laws and regulations. All application information, including income, household composition, and other sensitive details, will be held in strict confidence and will not be shared with unauthorized individuals or entities. Access to such information will be limited to authorized staff, management, and regulatory agencies as required by law or funding agreements. MDI will take all reasonable measures to safeguard personal information against unauthorized access, disclosure, alteration, or misuse.

PROCEDURES FOR TAKING APPLICATIONS

All applications received will indicate the date and time received. All applications will be accepted, however, only fully completed applications will be processed. Applications are placed on our waitlist in chronological order by date and time that the completed application was received. Any "in-house" transfers will have priority on the waitlist.

All information on the application must be current. Should any information change, it is the sole responsibility of the applicant to inform MDI of such changes or risk cancellation of application. All person(s) (18 years or older) who will live in the apartment must provide their information on the application, sign the application, and be present at all interviews.

All applicant(s) will be notified in writing within ten (10) days from receipt of application as to the approval or denial of application. A letter of approval will state the date application was received and instructions on updating their application. A letter of denial will state the reason that the application was denied and the applicant will have fourteen (14) days from the date of letter to respond in writing or request a meeting to dispute the denial.

SCREENING FOR CREDIT HISTORY

Credit reports will be ordered for each Applicant. The credit report will be reviewed to determine the Applicant's history of meeting financial obligations including payments for rent, utilities, loans, revolving credit cards, and other obligations. Applicant's credit history must be acceptable to management before they will be approved to occupy a unit. The credit report will be reviewed to:

a. confirm current address;
b. confirm credit sources included on the application;
c. confirm current and past employment listed on the application; and
d. determine whether the Applicant has an acceptable credit history.

Applicants, whose credit histories are unacceptable, will be declined and removed from the waiting list. An unacceptable credit history is one that reflects consistent, past-due payments of more than 90 days; a history of repeated insufficient fund checks; derogatory credit (repossessions, foreclosures, judgments, collections, charge-offs, liens, bankruptcy not yet discharged, etc.); delinquent or charge off debt due other apartment communities; or unpaid utility company collections which would prohibit applicant from obtaining services. The lack of credit history or past due payments or derogatory credit relating to medical expense or student loans will not be considered as grounds for declining an Applicant.

Consideration will be granted when current credit history demonstrates a pattern of improvement; history of rent payment overshadows other debt issues or Applicant can demonstrate acceptable reasons for credit history. Applicants may wish to provide an explanation that reflects efforts to correct credit deficiencies through payment plans or other work out solutions. If such explanation is acceptable to management, further screening may be conducted and written confirmation of payment plans may be required from the creditor(s). In the event of the rejection of an application based upon credit, the Applicant has 14 days to provide an explanation and request further consideration.

MDI will provide instructions on how to obtain the credit report used in determining credit screening approval. It is the Applicant's responsibility to contact the credit reporting agency to resolve any items that have been incorrectly reported.

SCREENING FOR RENTAL HISTORY

The applicant must provide the current and previous landlords' names, addresses and phone numbers. Current landlord must be able to verify:

a) The applicant's willingness and ability to pay the rent on time,
b) The applicant's ability to care for his/her/their current residence,
c) The applicant's ability to abide by the Rental Agreement and House Rules of his/her/their current residence.

MDI reserves the right to reject an application solely on the basis of a negative landlord reference. If a landlord reference is unable to be received, Management will make an informed decision based on other screening criteria.

SCREENING FOR DRUG ABUSE AND OTHER CRIMINAL ACTIVITY

All applicant(s) 18 years and older will be required to complete an authorization form to have a background check completed. Refusal to complete the authorization form will result in automatic cancellation of the application.

Admission will be denied to a person who provides false information regarding criminal history. This means that if you indicate you have no prior criminal history but the report MDI receives shows a criminal history your application will be denied. Subsequently, the following will occur:

1. Management will notify you in writing of the denial;
2. Management will provide the reason for denial;
3. You will have fourteen (14) days from the date of the letter to respond in writing to request a meeting to dispute the denial.

Admission to UR1 must be denied to a person who engaged in criminal activity within a reasonable time before applying for admission. The time starts *after* any sentence, including parole, if any, has been completed, so that a reasonable time may pass before determining whether the applicant is a safe risk for admission. In addition, the time period being used is five (5) years.

Management will deny admission if:

1. Any household containing a member(s) who was evicted for drug-related criminal activity. There are two exceptions to this provision:
   - An approved, supervised drug rehabilitation program must have been successfully completed by the

evicted household member; or

- The circumstances leading to the eviction no longer exist (ex: the household member no longer lives with the applicant(s) household.

2. Any household member is currently engaging in illegal drug use or displays a pattern of engaging in illegal drug use:
   - Management determines that there is reasonable cause to believe that a household member's illegal use or a pattern of illegal use of a drug may interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents. (Examples of evidence of illegal activities may include a conviction record, former landlord references, etc.)

3. Any member of the household is subject to a lifetime registration requirement under a state sex offender registration program. In accordance with Federal law, Owners, or its Agent, shall establish standards that prohibit admission to any Federally assisted property to sex offenders subject to a lifetime registration requirement under a state sex offender registration program. During the admission screening process, Management must perform the necessary criminal history background checks in the state where the housing is located and in other states where the household members are known to have resided.

4. Management determines that there is reasonable cause to believe that a household member's abuse or pattern of abuse of alcohol interferes with the health, safety, or right to peaceful enjoyment of the premises by other residents.

SELECTING FROM THE WAITING LIST

Upon notification of an anticipated vacancy, “Next on Waitlist” letters with an enclosed Authorization to Release Information form, will be emailed/mailed out to the first five (5) applicants on the waiting list. Applicants must respond and notify management of their intent; e.g., to remain/remove from waiting list. To be processed further for the anticipated vacancy, applicant must return the enclosed Authorization to Release Information form allowing Management to perform initial background screenings, including Landlord References. If no response is received within ten (10) days, the application will be automatically cancelled and removed from the waiting list with no further notice.

A “Verification Process” letter requesting income/asset documents will be emailed/mailed to those who have passed the initial background screenings. At this point in the process, it becomes <u>FIRST COME, FIRST SERVED</u>. Applicants who have successfully submitted all requested documents in the Verification Process will be scheduled for an Applicant Interview with MDI, as part of the background screening process. The first qualified applicant, who has passed all background screenings including Applicant Interview and submitted all documents requested by MDI, will be offered the available unit. The remaining interviewed applicants will be placed back on the waiting list in the order their application was originally received.

During an applicant’s scheduled interview, each adult household member must be present and all adults must bring current photo identification. You will be notified by MDI if you are required to bring additional documents. Applicant(s) must sign all requested third-party verification forms, if needed, at the interview. HUD requires all information regarding income, disability, and living status to be verified. Failure to sign any one of the verification forms or the "Authorization for the Release of Information" form will result in automatic cancellation of the application. In the event the applicant(s) should miss two scheduled interviews with MDI, the application will be automatically cancelled with no further notice.

All applicants must update their application every six (6) months in writing (letter, e-mail, fax) and/or via applicant's online leasing portal . Failure to update your application will result in an automatic cancellation of your application and you will be removed from the waitlist with no further notice.

Should MDI be unable to contact the applicant due to out of date information (returned mail, inactive telephone number), the application will be automatically cancelled and removed from the waitlist with no further notice.

REJECTION OF INELIGIBLE APPLICANTS

Rejections will be sent in writing when MDI makes the ineligibility determination. This written rejection notice shall include the following:

1. The specifically stated reason(s) for the rejection;
2. The applicant's right to respond to the owner in writing or request a meeting within 14 days to dispute the rejection; and
3. A note that persons with disabilities have the right to request reasonable accommodations to participate in the informal hearing process.

If the applicant(s) requests a meeting to discuss the applicant's rejection, it will be conducted by a member of MDI's staff who was not involved in the initial decision to deny admission or assistance.

1. Within ten (10) business days of the owner response or meeting, the owner will advise the applicant(s) in writing of the final decision on eligibility.
2. All denied applications will be kept for three years along with copies of the denial letter to the applicant and any written documentation received through the screening process. At the end of the three calendar years, the applications will be destroyed.

EXTENUATING CIRCUMSTANCES

If denied admission, reasonable accommodations will be considered if you are a person or persons with disabilities and is/are found to have an extenuating circumstance during the screening process. All information will be verified by MDI for reconsideration of the application.

REASONABLE ACCOMMODATIONS

UR1 and MDI does not discriminate against a person or persons with disabilities in its services and structures. UR1 and MDI provides equal opportunity to all persons with disabilities and will make modifications to policies and/or structures upon request if the accommodation is both reasonable and financially feasible.

All requests for reasonable accommodations shall be submitted in writing to MDI. Upon request, the applicant/resident will also need to provide the name, address, and telephone number of a third-party professional who will verify that the applicant/resident is a person with a disability who requires the requested accommodation because of the disability. MDI will respond to the request as quickly as possible.

OPENING AND CLOSING OF THE WAITLIST

If the waitlist should reach an average wait of two years or more, the waitlist will be closed until further notice. A notice to all potential applicants will be posted at the Property Manager's Office and MDI's website stating that the waitlist is closed and the reason that additional applications will not be accepted.

Upon reopening of the waitlist, a notice to all potential applicants will be posted as stated above.

UNIT TRANSFER POLICIES

Any tenant requesting a unit transfer must submit a request in writing to MDI stating name, unit number and reason for the transfer. Tenant must be current in rent in order for their request to be considered.

The following are valid reason(s) accepted for unit transfers:

1. Transfer for family size
2. Change in family composition
3. A deeper subsidy
4. Medical reason certified by a professional
5. Need for an accessible unit
6. VAWA Emergency Transfer
7. Reasonable accommodation to a household member's disability

Any other reason other than the above should be explained and submitted in writing to MDI.

Your request will be processed and you will be notified in writing within seven (7) days of receipt of request as to approval/denial. If no unit is readily available, the tenant's name will be placed on a Unit in-house transfer waitlist in order of date request was received until an available unit is open.

Tenants on the in-house transfer waitlist will have first priority for filling vacant units in which they are eligible for (i.e., appropriate unit size based on household composition, reasonable accommodation request, etc.). If no eligible unit is available, the tenant will remain on the Unit Transfer Waitlist until an eligible unit becomes available. If no in-house transfers are eligible for the vacant unit, MDI will select eligible applicants from the property waitlist.

Reasonable accommodations will be considered if you are a person or persons with disabilities and is/are found to have an extenuating circumstance during the screening process. All information will be verified by MDI. If a tenant is transferred as a reasonable accommodation due to a disability, the cost associated with the transfer will be paid by the owner unless it will be an undue financial and administrative burden to property.

Tenant will be required to pay a new security deposit when transferring to a new unit. Completion of a check-out inspection will determine the amount of security deposit refund from the previous unit. The security deposit refund (if any) will be refunded within fourteen (14) days from date of move out. All approved "in-house transfers" will have priority over a new applicant/wait list.

ACCESSIBLE UNITS

UR1 includes a designated number of units that meet federal and state accessibility standards, in accordance with the Fair Housing Act, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act (ADA), and any applicable state and local accessibility requirements. These units are intended for occupancy by households that include one or more persons with disabilities whose accessibility needs match the features of the unit.

ASSISTED LIVING

Management and property staff does not provide, nor has the authority to provide, any personal care or personal supervision services. Additionally, the owner/agent and property staff does not provide assistance with personal activities of daily living. Any required care or supervision must be provided by the resident or aides supervised by the resident or the resident's representative(s).

VIOLENCE AGAINST WOMEN ACT (VAWA) PROTECTIONS
An applicant for or tenant of housing assisted under a covered housing program may not be denied admission to, denied assistance under, terminated from participation in, or evicted from the housing on the basis that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, if the applicant or tenant otherwise qualifies for admission, assistance, participation, or occupancy.

Effective December 16, 2016, under the implementation in HUD Housing Programs Final Rule of the Violence Against Women Act (VAWA) of 2013:

- An applicant cannot be denied admission/assistance based on their status as a victim.
- A tenant cannot be terminated from a housing program or evicted from a housing community based on their status as a victim.
- Criminal activity directly related to domestic violence, dating violence, sexual assault or stalking engaged in by a member of the household or guest under control of the tenant cannot be used to terminate tenancy/assistance if the tenant or affiliated individual is a victim.
- Actual of threatened domestic violence, dating violence, sexual assault or stalking shall not be construed as a serious or repeated violation of the lease, or other 'good cause' to terminate assistance/tenancy or occupancy rights for the victim.

MDI may request in writing from the victim to certify that the individual is or has been a victim of domestic violence, dating violence, sexual assault or stalking by completing the Certification of Domestic Violence, Dating Violence, Sexual Assault or Stalking (Form HUD-5382), or providing other documentation as noted on the certification form and submitted within 14 business days, or an agreed upon extension date, to receive protection under the VAWA. If applicant/tenant fails to provide the certification or other supporting and requested documentation within the specified timeframe, the Landlord does not need to grant the applicant/tenant any of the VAWA protections.

MDI can evict or terminate assistance of a tenant for any violation of the lease not related to the tenant's status as a victim. If MDI can demonstrate actual or imminent threat to other tenants, employees, or service providers, the Landlord is allowed to terminate assistance/evict the tenant if there is no other action that will reduce or eliminate this threat including but not limited to: transferring the victim to another unit, barring the perpetrator from the property; contracting law enforcement; or other legal remedies. When notified of a court order, the housing provider has the right to comply with the court order with respect to the right of access or control of property, including civil protection orders and the distribution or possession of property among members of the household.

REGULARLY SCHEDULED RECERTIFICATIONS: Every year the Landlord will request the Tenant to report the income and composition of the Tenant's household and to supply any other information in accordance with Program requirements. The Tenant agrees to provide accurate statements of this information and to do so by the date specified in the Landlord's request. Failure to complete the annual recertification process by the effective date of the Certification shall be deemed a material non-compliance and may be grounds for termination.

UPDATES TO THE TENANT SELECTION PLAN
MDI reviews this TSP at least annually and reserves the right to amend it when it is reasonably necessary to ensure that it accurately reflects current operating practices, program priorities, and program requirements. Current Tenant Selection Plan are available for the public on MDI's website at www.mdihawaii.com.