

Household Demographics

PROPERTY NAME	UNIT NUMBER
HOUSEHOLD NAME	

HOUSEHOLD COMPOSITION

HH #	Household Member Name	Household Relationship	Race*	Ethnicity*	Disability Status*
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

*Please refer to the attached page for definitions of race, ethnicity, and disability.

Reasonable Accommodation: If a third party is required to assist with the completion of this document, add their signature and date, printed name, relationship, and phone number to the bottom of this page.

Head of Household Signature

Date

Member #2 Signature

Date

Member #3 Signature

Date

Member #4 Signature

Date

You have applied for, or currently reside in, a rental housing unit located in a development operating under the "Low-Income Housing Tax Credit" (LIHTC) Program of Section 42 of the Internal Revenue Code. The collection of certain resident data is authorized by the Housing & Economic Recovery Act of 2008 and will be furnished to the U.S. Department of Housing & Urban Development (HUD). Each household must be offered the opportunity to disclose their race, ethnicity, and disability status. Parents/guardians are asked to disclose on behalf of all children in the household who are under the age of 18. There is no penalty for those households who do not wish to provide the requested information. However, all adult members (18 years or older) must sign/date at the bottom of this form as proof that the option to disclose was made available.

The following racial and ethnic definitions are modeled after the OMB-approved form, "Race and Ethnic Data Reporting Form" (HUD-27061), used by the U.S. Department of Housing and Urban Development (HUD):

A. Household members can select one or more of the following applicable racial definitions:

- **American Indian or Alaska Native** - A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- **Asian** - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- **Black or African American** - A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" can be used in addition to "Black" or "African American."
- **Native Hawaiian or Other Pacific Islander** - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- **White** - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

B. Household members can select one of the following applicable ethnic definitions:

- **Hispanic or Latino** - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term "Spanish origin" can be used in addition to "Hispanic" or "Latino."
- **Not Hispanic or Latino** - A person not of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

C. Per the Fair Housing Act, the definition of disabled is:

- A physical or mental impairment which substantially limits one or more major life activities; a record of such an impairment; or being regarded as having such an impairment. For a definition of "physical or mental impairment", please see 24 Code of Federal Regulations, Part 100.201(a)-(d).

Household Demographics Instruction

Purpose: To collect demographic data on all household members in Tax Credit properties as mandated by federal HERA (Housing and Economic Recovery Act) legislation of 2008.

Note: This form is required at initial occupancy. It is required at recertification only if there have been changes to the household composition.

Special Mention: To avoid a fair housing issue, we strongly recommend that this form be completed after the household has been approved for residency.

General Information:

- Each household must be offered the opportunity to disclose their race, ethnicity, and disability.
- Residents may choose not to disclose; however, they still need to complete the top portion, “Household Composition,” and indicate “Prefer not to say” for Rows 4 (Race), 5 (Ethnicity), and 6 (Disability Status) either by selecting from the dropdown menu if using a computer, or writing it in if completing the form by hand, and sign and date the bottom of the form.
- Parents or guardians are asked to disclose on behalf of all children in the household who are under the age of 18.
- All adult members (18 years or older) must sign and date at the bottom of the form as proof that the option to disclose was made available.

Specific Instructions:

PROPERTY NAME: Enter property name.

UNIT: Enter unit number.

HOUSEHOLD NAME: Enter household name.

HOUSEHOLD COMPOSITION: Enter household members names.

HOUSEHOLD RELATIONSHIP: Enter relationship to head of household.

Choices: Head of Household, Spouse, Adult Co-Resident, Child, Foster Child/Adult, Live-in Caretaker, or Other

RACE: Each adult is to complete the category for “Race.”

Choices: American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Pacific Islander, White, Multi-Racial, Other, or Prefer not to say

ETHNICITY: Each adult is to complete the category for “Ethnicity.”

Choices: Hispanic or Latino, Not Hispanic or Latino, or Prefer not to say

DISABILITY STATUS: Each adult is to complete “Disability Status” if applicable.

Choices: Disabled, Not Disabled, or Prefer not to say

SIGNATURES: Head of household signs and dates form first. Then other adult members of the household should sign and date also.