

1/30/2026

JASON WILLIAMS
1675 LIVINGSTON AVE
#405
WEST ST PAUL, MN 55118

RE: HOUSING ASSISTANCE APPLICATION

Dear JASON,

Your application for the Housing Choice Voucher program has been reviewed. Based on the eligibility criteria involving criminal and drug activity, you or a member of your household have failed to meet the eligibility requirements set forth in the Dakota County CDA Housing Choice Voucher Administrative Plan. Your application is being denied based on the following:

- ☒ A household member has a pattern of criminal activity, over a period of the most recent 10 years, that may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or persons residing in a half-mile radius or cause damage to the property.
- ☒ A household member has engaged in criminal activity that may threaten the health or safety of property owners and management staff, and persons performing contract administration functions or other responsibilities on behalf of the CDA (including a CDA employee or a CDA contractor, subcontractor, or agent).
- ☒ A household member is currently engaged in, or has engaged in *violent criminal activity*, defined by HUD as any criminal activity that has as one of its elements the use, attempted use, or threatened use of physical force substantial enough to cause, or be reasonably likely to cause, serious bodily injury or property damage [24 CFR 5.100].

You may request an Informal Review regarding this action by completing the enclosed informal review request form within ten (10) business days of this letter. The informal review does not include a meeting, so make sure to include all relevant explanation and supporting documentation in your request. If you fail to provide the information at the time of your request, the CDA will not be able to consider it in the review process. **This is your opportunity to present any and all information you would like considered in your case.** If you are requesting an informal review and want the CDA to consider special circumstances as a reasonable accommodation for a disability, you must provide all supporting documentation along with your request which show the nexus between the disability and the accommodation requested.

If the reason for your denial of assistance is a circumstance directly related to domestic violence, dating violence, or stalking acts committed against you, you may be eligible for certain protections under the Violence Against Women Act. If this is the case, please note that on your request for an informal review. You will be asked to complete a certification form provided by the CDA and submit a statement by a qualified professional and copies of any and all related police records and court records. The must and will keep confidential any information you provide about the violence against you unless you give written permission to release the information or a law requires the release of information. If release of the information would put your safety at risk, you should inform the CDA and your landlord.

The Dakota County CDA will review the materials submitted and inform you in writing of the decision. If you choose not to request an informal review, your file will be closed.

If at some time in the future you are interested in the programs we offer, you can re-apply for the waiting list at www.myhousing.dakotacda.org

Sincerely,

Dakota County CDA
651-675-4400

Enclosures: Language block, Informal Review request form

Attention. If you want free help translating this information, call 651-675-4403

651-675-4403 ملاحظة: إذا أردت مساعدة مجانية في ترجمة هذه المعلومات، فاتصل بالرقم

កំណត់សំគាល់ បើអ្នកចង់បានជំនួយបកប្រែព័ត៌មាននេះដោយមិនគិតថ្លៃ សូមទូរស័ព្ទទៅ លេខ: 651-675-4403

Pažnja. Ako vam je potrebna besplatna pomoć za prevod ove informacije, nazovite 651-675-4403

Ceeb toom. Yog koj xav tau kev pab txhais cov xov no rau koj dawb, hu 651-675-4403

ຂະວັງ. ຖ້າຫາກທ່ານຕ້ອງການ ການຊ່ວຍເຫຼືອໃນການແປຂໍ້ຄວາມດັ່ງກ່າວນີ້ຟຣີ, ຈົ່ງໂທລະຫາ 651-675-4403

Hubaddhu. Yo akka odeeffannoon kun sii hiikamu gargaarsa tolaa feeta ta'e, bilbila kana bilbili 651-675-4403

Внимание: Если Вам нужна бесплатная помощь в переводе этой информации, позвоните по следующему телефону: 651-675-4403

Ogow. Haddii aad dooneyso in lagaa kaalmeeyo tarjamadda macluumaadkani, wac 651-675-4403

Atención. Si desea recibir asistencia gratuita para traducir esta información, llame a 651-675-4403

Chú Ý. Nếu quý vị cần dịch thông-tin này miễn phí, xin gọi 651-675-4403

Dakota County CDA
New Admissions Informal Review Request Form
Program: VOUCHER

- To request an informal review you must:
- 1) Complete this form within ten (10) business days
 - 2) Attach supporting documents necessary for the review
 - 3) Return to: Dakota County CDA—NEW ADMISSIONS 1228 Town Centre Drive, Eagan, MN 55123

HOUSEHOLD INFORMATION			
Head of Household Name JASON WILLIAMS		Social Security Number	
Address	City	State	Zip Code
Home Phone Number		Work/Cell Phone Number	
Please use the area provided to explain the disqualifying activity. If you need more room, feel free to attach any additional pages			
<input type="checkbox"/> Criminal or Drug Activity If denied for criminal or drug activity, attach copies of police reports, court documents, proof of successful completion of probation or drug treatment if applicable			
<input type="checkbox"/> Fraudulent Activity If denied for fraud, attach any supporting documents that you would like the CDA to consider in their review			
<input type="checkbox"/> Other If denied for any other reason, attach any supporting documents that you would like the CDA to consider in their review			
<input type="checkbox"/> Misrepresentation	If denied for misrepresentation, please explain why you withheld this information from the CDA:		

Dakota County Community Development Agency^{1]}
Notice of Occupancy Rights under the Violence Against Women Act²

To all Tenants and Applicants

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.³ The U.S. Department of Housing and Urban Development (HUD) is the Federal agency that oversees that the Housing Choice Voucher Program 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.”

Protections for Applicants

If you otherwise qualify for assistance under the 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.

Protections for Tenants

If you are receiving assistance under the Housing Choice Voucher Program, 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 the Housing Choice Voucher Program 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.

¹ The notice uses HP for housing provider but the housing provider should insert its name where HP is used. HUD’s program-specific regulations identify the individual or entity responsible for providing the notice of occupancy rights.

² Despite the name of this law, VAWA protection is available regardless of sex, gender identity, or sexual orientation.

³ 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.

Removing the Abuser or Perpetrator from the Household

Dakota County CDA 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 Dakota County CDA chooses to remove the abuser or perpetrator, Dakota County CDA 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, Dakota County CDA 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, Dakota County CDA must follow Federal, State, and local eviction procedures. In order to divide a lease, Dakota County CDA 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, Dakota County CDA 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, Dakota County CDA 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. 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.

Dakota County CDA 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.

Dakota County CDA's emergency transfer plan provides further information on emergency transfers, and Dakota County CDA 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

Dakota County CDA 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 Dakota County

CDA must be in writing, and Dakota County CDA 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. Dakota County CDA 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 Dakota County CDA as documentation. It is your choice which of the following to submit if Dakota County CDA 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 Dakota County CDA 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 violence, sexual assault, or stalking are grounds for protection.

☐ Any other statement or evidence that Dakota County CDA has agreed to accept.

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

If Dakota County CDA 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), Dakota County CDA 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, Dakota County CDA does not have to provide you with the protections contained in this notice.

Confidentiality

Dakota County CDA 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.

Dakota County CDA must not allow any individual administering assistance or other services on behalf of Dakota County CDA (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.

Dakota County CDA must not enter your information into any shared database or disclose your information to any other entity or individual. Dakota County CDA, however, may disclose the information provided if:

- You give written permission to Dakota County CDA to release the information on a time limited basis.

- Dakota County CDA 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 Dakota County CDA or your landlord to release the information.

VAWA does not limit Dakota County CDA'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, Dakota County CDA 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.

The protections described in this notice might not apply, and you could be evicted and your assistance terminated, if Dakota County CDA 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 Dakota County CDA can demonstrate the above, Dakota County CDA 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 Department of Housing and Urban Development (HUD) Minneapolis Field Office.

For Additional Information

You may view a copy of HUD's final VAWA rule at <https://www.federalregister.gov/documents/2014/10/20/2014-24284/violence-against-women-act>.

Additionally, Dakota County CDA must make a copy of HUD's VAWA regulations available to you if you ask to see them.

For questions regarding VAWA, please contact a Housing Choice Voucher Program staff member.

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). You may also contact the Harriet Tubman Shelter at 612-825-3333 or www.tubman.org or Lewis House Shelters and Outreach (CAC) at 651-437-1291/651-452-7288 or www.communityactioncouncil.org.

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 <https://www.victimsofcrime.org/our-programs/stalking-resource-center>.

For help regarding sexual assault, you may contact CAC Sexual Assault Advocate at 651-452-7466 or www.communityactioncouncil.org or CAC Sexual Assaults Services Hotline at 651-405-1500

Victims of stalking seeking help may contact Dakota County Order for Protection Information Line at 952-895-1200 or MN Day One Crisis Line at 1-866-223-1111.

Attachment: Certification form HUD-5382

**CERTIFICATION OF
DOMESTIC VIOLENCE,
DATING VIOLENCE,
SEXUAL ASSAULT, OR STALKING,
AND ALTERNATE DOCUMENTATION**

**U.S. Department of Housing
and Urban Development**

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): _____

7. Relationship of the accused perpetrator to the victim: _____
8. Date(s) and times(s) of incident(s) (if known): _____

10. Location of incident(s): _____

<p>In your own words, briefly describe the incident(s):</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

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 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.