

CITY OF DAYTON HOUSING AUTHORITY COMMUNITY SERVICE POLICY

In accordance with 24 CFR 960.605 and 960.607 and the Quality Housing and Work Responsibility Act, all adult family members, other than an exempt individual, must contribute eight (8) hours of community service per month to remain eligible for continued occupancy with Dayton Housing Authority. A total of ninety six (96) hours per year is required, however, the hours must be performed monthly rather than all 96 hours in one month. Failure to comply with the Community Service requirements and to provide appropriate documentation shall result in non-renewal of the lease and termination of the resident's tenancy.

Community Service is the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community service does not include political activities. Community service activities may be completed through outside organizations, resident organizations, and community agencies or through self sufficiency programs such as GED, ABE, or job training programs. Residents may also earn credit for community service for participation in resident programs sponsored by Dayton Housing Authority.

Individuals who are required to contribute community service are responsible for arranging and scheduling these services directly through the agency or organization where the community service is being performed. To the maximum extent possible, Dayton Housing Authority will keep a list of agencies seeking volunteers. After the services are performed, the individual will be responsible for obtaining third party certification to verify to Dayton Housing Authority that the required hours have been completed. This documentation may include a letter from the agency on letterhead or other official document. Dayton Housing Authority reserves the right to also obtain verification by directly contacting the organization where the service was performed.

If at the time of recertification and lease renewal the annual requirement of ninety six hours per year have not been completed, the resident or the family member who is not in compliance with this requirement will have the opportunity to complete the delinquent hours within the following year along with the current year's requirements. The head of household and member who is not in compliance shall sign an agreement stating that the delinquent hours will be made up in the next year. Failure to comply with the agreement will result in the lease being terminated for non-compliance, unless the person(s) no longer reside in the unit and have been removed from the lease.

The following adult family members are exempt from the Community Service requirement:

- (1) Family members 62 years of age or older, handicapped, or disabled
- (2) Person who is primary caretaker of family member who is 62 or older, handicapped, or disabled.
- (3) Persons engaged in work activities of at least 10 hours per week
- (4) Persons participating at least eight hours per month in a welfare-to-work program
- (5) Persons receiving assistance from and in compliance with a State program funded under Part A, Title IV of the Social Security Act.

Residents who claim exemptions under the above criteria may be asked to provide documentation to Dayton Housing Authority that meet the qualifications for exemption. All other non-exempt household members are required to comply with the Community Service requirements.