

**Anaheim Housing Authority**  
**Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence,**  
**Sexual Assault, or Stalking**

**Emergency Transfers**

**Anaheim Housing Authority (AHA)** is concerned about the safety of its tenants, and such concern extends to tenants who are victims of domestic violence, dating violence, sexual assault, or stalking. In accordance with the Violence Against Women Act (VAWA),<sup>1</sup> AHA allows tenants who are victims of domestic violence, dating violence, sexual assault, or stalking to request an emergency transfer from the tenant's current unit to another unit. The ability to request a transfer is available regardless of sex, gender identity, or sexual orientation.<sup>2</sup> The ability of AHA to honor such request for tenants currently receiving assistance, however, may depend upon a preliminary determination that the tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, and on whether AHA has another dwelling unit that is available and is safe to offer the tenant for temporary or more permanent occupancy.

This plan identifies tenants who are eligible for an emergency transfer, the documentation needed to request an emergency transfer, confidentiality protections, how an emergency transfer may occur, and guidance to tenants on safety and security. This plan is based on a model emergency transfer plan published by the U.S. Department of Housing and Urban Development (HUD), the Federal agency that oversees that AHA's rental assistance programs comply with VAWA. AHA's rental assistance programs include, but are not limited to, the Housing Choice Voucher (HCV) program, the Project-Based Voucher (PBV) program, and any other rental assistance program that AHA administers with targeted funding.

**Eligibility for Emergency Transfers**

A tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking, as provided in HUD's regulations at 24 CFR part 5, subpart L is eligible for an emergency transfer, if: the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant remains within the same unit. If the tenant is a victim of sexual assault, the tenant may also be eligible to transfer if the sexual assault occurred on the premises within the 90-calendar-day period preceding a request for an emergency transfer.

A tenant requesting an emergency transfer must expressly request the transfer in accordance with the procedures described in this plan. Tenants who are not in good standing may still request an emergency transfer if they meet the eligibility requirements in this section.

**Emergency Transfer Request Documentation**

To request an emergency transfer, the tenant shall notify their Housing Specialist at AHA and submit a written request for a transfer with continued assistance. AHA will provide reasonable accommodations to this policy for individuals with disabilities. The tenant's written request for an emergency transfer should include either:

1. A statement expressing that the tenant reasonably believes that there is a threat of imminent harm from further violence if the tenant were to remain in the same dwelling unit assisted under AHA's program; **OR**
2. A statement that the tenant was a sexual assault victim and that the sexual assault occurred on the premises during the 90-calendar-day period preceding the tenant's request for an emergency transfer.

AHA will accept the HUD-approved certification form, (Form HUD-5383 that is attached to this notice) as a formal written request for an emergency transfer.

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<sup>1</sup> Despite the name of this law, VAWA protection is available to all victims of domestic violence, dating violence, sexual assault, and stalking, regardless of sex, gender identity, or sexual orientation.

<sup>2</sup> Housing providers, including AHA, 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.

### **Confidentiality**

AHA will keep confidential any information that the tenant submits in requesting an emergency transfer, and information about the emergency transfer, unless the tenant gives AHA written permission to release the information on a time limited basis, or if disclosure of the information is required by law or required for use in an eviction proceeding or hearing regarding termination of assistance from the covered program. This includes keeping confidential the new location of the dwelling unit of the tenant, if one is leased, from the person(s) that committed an act(s) of domestic violence, dating violence, sexual assault, or stalking against the tenant. See the Notice of Occupancy Rights under the Violence Against Women Act that applies to all applicants and tenants for more information about AHA's responsibility to maintain the confidentiality of information related to incidents of domestic violence, dating violence, sexual assault, or stalking. A copy of this Notice of Occupancy Rights document, along with the Emergency Transfer Plan, can be found in the Anaheim Housing Authority's website: <https://www.anaheim.net/1947/Public-Documents>

### **Emergency Transfer Timing and Availability**

AHA cannot guarantee that a transfer request will be approved or how long it will take to process a transfer request. AHA will, however, act as quickly as possible to issue a voucher to a tenant who is a victim of domestic violence, dating violence, sexual assault, or stalking so they may move to another unit. AHA may also offer to refer the tenant to a vacant PBV unit if one is available, and if the tenant qualifies for the unit based on their family size and any other eligibility criteria that may be required at the project. If a tenant reasonably believes a proposed transfer to a PBV unit would not be safe, the tenant may request a transfer to a different PBV unit if there are others available. If a PBV unit is available, the transferred tenant must agree to abide by the terms and conditions that govern occupancy in the unit to which the tenant has been transferred. AHA may be unable to provide a referral to a PBV unit for the tenant to a particular unit if the tenant has not or cannot establish eligibility for that unit.

If there are no PBV units available for which a tenant who needs an emergency transfer is eligible for, AHA will assist the tenant in identifying other housing providers who may have safe and available units to which the tenant could move. At the tenant's request, AHA will also assist tenants in contacting the local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking that are attached to this plan.

For residents of PBV units: If an emergency transfer is requested and there are no vouchers are available, AHA may require the tenant to relocate to an appropriate PBV unit for which the tenant is eligible, in lieu of receiving a tenant-based voucher for which is there is no funding available.

### **Safety and Security of Tenants**

Pending processing of the transfer and the actual transfer, if it is approved and occurs, the tenant is urged to take all reasonable precautions to be safe.

Tenants who are or have been victims of domestic violence are encouraged to contact the National Domestic Violence Hotline at 1-800-799-7233, or a local domestic violence shelter, for assistance in creating a safety plan. For persons with hearing impairments, that hotline can be accessed by calling 1-800-787-3224 (TTY). Tenants who have been victims of sexual assault may call the Rape, Abuse & Incest National Network's National Sexual Assault Hotline at 800-656-HOPE, or visit the online hotline at <https://ohl.rainn.org/online/>

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>.

**Additional local, state, and national organizations dedicated to helping individuals who are victims of abusive relationships, domestic violence, dating violence, sexual assault, or stalking are listed on the following page.**

**Attachments:** (1) Additional Organizations Assisting Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking. (2) Form HUD-5383 Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking.

## **Additional Organizations Assisting Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking**

**Local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking are listed below:**

- Orange County Family Justice Center, 150 W Vermont Ave. Anaheim, CA 92805  
Phone: (714) 765-1645 | Fax: (714) 765-1655  
<http://www.anaheimfamilyjusticecenter.org/>
- Grandma's House  
1505 E. 17th St., Suite 116, Santa Ana, CA 92705  
Phone: (714) 558-8600 | Email: [info@grandmashouseofhope.org](mailto:info@grandmashouseofhope.org)  
<https://grandmashouseofhope.org/>
- Interval House  
Phone: (562) 594-4555 or (714) 891-8121 | Email: [admin@intervalhouse.org](mailto:admin@intervalhouse.org)  
<http://www.intervalhouse.org/>

**Other local organizations offering shelter assistance:**

- Collette's Children's House, 7372 Prince Drive, Suite 106, Huntington Beach, CA 92647  
Phone: (714) 596-1380 | Fax: (714) 848-1866  
<http://www.coletteschildrenshome.com>
- Mercy House  
Phone: (714) 836-7188 | Fax (714) 836-7901 | Email: [info@mercyhouse.net](mailto:info@mercyhouse.net)  
<http://mercyhouse.net/>
- Illumination Foundation, 7855 Katella Ave. Stanton, CA 90680  
Phone: (714) 507-2459 | Email: [help@ifhomeless.org](mailto:help@ifhomeless.org)  
<https://www.ifhomeless.org/>
- Pathways of Hope  
Phone: (714) 680-3691 | Email: [info@pathwaysofhope.us](mailto:info@pathwaysofhope.us)  
[www.pathwaysofhope.us](http://www.pathwaysofhope.us)

**Additional local, state, and national organizations dedicated to helping individuals who are victims of abusive relationships, domestic violence, dating violence, sexual assault, or stalking:**

- Orange County Family Justice Center, 150 W Vermont Ave. Anaheim, CA 92805  
Phone: (714) 765-1645 | Fax: (714) 765-1655 | <http://www.anaheimfamilyjusticecenter.org>
- Southern California Domestic Violence Hotline: (800) 978-3600
- CSP Sexual Assault (Rape Crisis) Hotline: (714) 957-2737 or (949) 831-9110
- Domestic Violence Assistance Program - Temporary Restraining Order Assistance Resource and Referral Counseling: (714) 935-7956
- National Domestic Violence Hotline :(800) 799-7233 or, for persons with hearing impairments, 1-800-787-3224 (TTY)
- National Human Trafficking Hotline: (888) 373-7888
- Rape, Abuse & Incest National Network's National Sexual Assault Hotline  
Phone: (800)656-HOPE | <https://ohl.rainn.org/online/>
- National Center for Victims of Crime's Stalking Resource Center:  
<https://www.victimsofcrime.org/our-programs/stalking-resource-center>



**EMERGENCY TRANSFER  
REQUEST FOR CERTAIN  
VICTIMS OF DOMESTIC  
VIOLENCE, DATING VIOLENCE,  
SEXUAL ASSAULT, OR STALKING**

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

OMB Approval No. 2577-0286  
Exp. 06/30/2017

**Purpose of Form:** If you are a victim of domestic violence, dating violence, sexual assault, or stalking, and you are seeking an emergency transfer, you may use this form to request an emergency transfer and certify that you meet the requirements of eligibility for an emergency transfer under the Violence Against Women Act (VAWA). Although the statutory name references women, VAWA rights and protections apply to all victims of domestic violence, dating violence, sexual assault or stalking. Using this form does not necessarily mean that you will receive an emergency transfer. See your housing provider's emergency transfer plan for more information about the availability of emergency transfers.

**The requirements you must meet 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. In response, you may submit Form HUD-5382, or any one of the other types of documentation listed on that Form.

**(2) You expressly request the emergency transfer.** Submission of this form confirms that you have expressly requested a transfer. Your housing provider may choose to require that you submit this form, or may accept another written or oral request. Please see your housing provider's emergency transfer plan for more details.

**(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 submit this form or otherwise expressly request the transfer.

**Submission of Documentation:** If you have third-party documentation that demonstrates why you are eligible for an emergency transfer, you should submit that documentation to your housing provider if it is safe for you to do so. Examples of third party documentation include, but are not limited to: a letter or other documentation from a victim service provider, social worker, legal assistance provider, pastoral counselor, mental health provider, or other professional from whom you have sought assistance; a current restraining order; a recent court order or other court records; a law enforcement report or records; communication records from the perpetrator of the violence or family members or friends of the perpetrator of the violence, including emails, voicemails, text messages, and social media posts.

**Confidentiality:** All information provided to your housing provider concerning the incident(s) of domestic violence, dating violence, sexual assault, or stalking, and concerning your request for an emergency transfer shall be kept confidential. 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 or an emergency transfer to you. 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 PERSON REQUESTING A TRANSFER**

1. Name of victim requesting an emergency transfer: \_\_\_\_\_

2. Your name (if different from victim's) \_\_\_\_\_

3. Name(s) of other family member(s) listed on the lease: \_\_\_\_\_

4. Name(s) of other family member(s) who would transfer with the victim: \_\_\_\_\_

5. Address of location from which the victim seeks to transfer: \_\_\_\_\_

6. Address or phone number for contacting the victim: \_\_\_\_\_

7. Name of the accused perpetrator (if known and can be safely disclosed): \_\_\_\_\_

8. Relationship of the accused perpetrator to the victim: \_\_\_\_\_

9. Date(s), Time(s) and location(s) of incident(s): \_\_\_\_\_

10. Is the person requesting the transfer a victim of a sexual assault that occurred in the past 90 days on the premises of the property from which the victim is seeking a transfer? If yes, skip question 11. If no, fill out question 11. \_\_\_\_\_

11. Describe why the victim believes they are threatened with imminent harm from further violence if they remain in their current unit.

12. If voluntarily provided, list any third-party documentation you are providing along with this notice:

This is to certify that the information provided on this form is true and correct to the best of my knowledge, and that the individual named above in Item 1 meets the requirement laid out on this form for an emergency transfer. 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) \_\_\_\_\_