

VAWA EMERGENCY TRANSFER PLAN CHECKLIST

VAWA transfer requests are considered an emergency, therefore given priority over any non-emergency transfer request within the property.

Property Name:		Date:		
PHFA No./TC No.:		Submitted by:		
			YES	NO
1.	Describe VAWA protections for applicants and residents.		<input type="checkbox"/>	<input type="checkbox"/>
2.	Describe how residents with disabilities may request a reasonable accommodation from VAWA requirements, if needed.		<input type="checkbox"/>	<input type="checkbox"/>
3.	Describe how the property will prioritize the various types of transfers at the property.		<input type="checkbox"/>	<input type="checkbox"/>
4.	Describe the property's policies and procedures for providing emergency relocations for internal and external transfers.		<input type="checkbox"/>	<input type="checkbox"/>
5.	Describe the confidentiality provisions that the owner/agent has in place to protect victims.		<input type="checkbox"/>	<input type="checkbox"/>
6.	Provide contact information for local law enforcement.		<input type="checkbox"/>	<input type="checkbox"/>
7.	Describe alternative housing options, including the contact information for each option.		<input type="checkbox"/>	<input type="checkbox"/>
8.	Provide information on how to access PHFA's PAHousingSearch website.		<input type="checkbox"/>	<input type="checkbox"/>
9.	Provide a list of local social and supportive resources for victims of domestic abuse, including the contact information for each resource.		<input type="checkbox"/>	<input type="checkbox"/>
10.	Describe how all VAWA communications and materials will be provided to persons with hearing, visual and other communication-related disabilities.		<input type="checkbox"/>	<input type="checkbox"/>
11.	Explain how owners / agents will take all reasonable steps to ensure meaningful access to materials for populations with limited English proficiency.		<input type="checkbox"/>	<input type="checkbox"/>
12.	State that owner / agent will comply with all applicable fair housing and civil rights laws and requirements in the implementation of VAWA requirements, including the Fair Housing Act, Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act and the Americans with Disabilities Act.		<input type="checkbox"/>	<input type="checkbox"/>
13.	Describe where the plan will be posted in common areas throughout the property.		<input type="checkbox"/>	<input type="checkbox"/>
Comments:				

The Plan is acceptable if all of the above requirements are met i.e., all YES answers.
 Save to the MFPropertyFile, Hsng Mgt, Management Docs Folder