

X. OWNER/LANDLORD RESPONSIBILITY FOR SCREENING RESIDENTS

A. OWNER/LANDLORD SCREENING

1. Listing a family on the CDC waiting list, or selecting a family for participation in the program, is not a representation by the CDC to the owner/landlord about the family's expected behavior, or the family's suitability for tenancy. At or before CDC approval to lease a unit, the CDC must inform the owner/landlord that the CDC has not screened the family's behavior or suitability for tenancy and that such screening is the owner's/landlord's own responsibility.
2. Owners/landlords are permitted and encouraged to screen families on the basis of their tenancy histories. An owner/landlord may consider a family's background with respect to such factors as:
  - a. Payment of rent and utility bills;
  - b. Caring for a unit and premises;
  - c. Respecting the rights of others to the peaceful enjoyment of their housing;
  - d. Drug-related criminal activity or other criminal activity that is a threat to the life, safety or property of others; and
  - e. Compliance with other essential conditions of tenancy.

B. CDC INFORMATION ABOUT RESIDENTS

1. If requested in writing, the CDC must give the owner/landlord:
  - a. The family's current and prior address (as shown in the CDC records); and
  - b. The name and address (if known to the CDC) of the owner/landlord at the family's current and prior address.
2. When a family wants to lease a dwelling unit, the CDC may offer the owner/ landlord other information in the CDC possession, about the family, including information about the tenancy history of family member, or about drug-trafficking by family members. If the CDC provides additional information to item 1 above, it will have clear, written procedures describing what information will be released and how it will be provided. Only information that is either public record or first-hand knowledge by the CDC may be provided. The CDC's legal counsel will approve the written procedures.
3. The CDC will give the family a statement of the CDC's policy on providing information to owners/landlords. The statement will be

included in the information packet that is given to a family selected to participate in the program.

4. The CDC will limit use and disclosure of family information obtained through release and consent procedures solely for program administration purposes.

