

Pyramid Lake Housing Authority Application Information Sheet



What type of Housing Assistance does PLHA offer?

Homeownership Program: The Housing Authority obtains grant funding from The Department of Housing and Urban Development (HUD) Native American Housing Assistance & Self Determination Act (NAHASDA) to build new homes on the reservation. This program provides opportunities for low-income Tribal Members to achieve ownership of one of these homes.

Low Rental Program: The Pyramid Lake Housing Authority owns and manages the Wadsworth and Nixon apartments along with 12 single dwelling rental homes throughout the reservation. This program provides opportunities for low-income Tribal Members to rent one of these units. Please Note you will have to submit a separate application for each program.

Who is Eligible to apply?

Enrolled members of the Pyramid Lake Paiute Tribe, Parents and/or Guardians of minor children who are enrolled members of the PLPT, and current employees working for the Pyramid Lake Paiute Tribe (Low Rental Program Only). All Applicants must meet the low-income eligibility and criminal background check requirements to qualify for the program they have applied to. Applicants who owe debt to the Housing Authority or have previously conveyed title to a home through PLHA will be considered ineligible.

What happens once my application is submitted?

Once you submit your application, our Housing Services Specialists will review and process your application. The submitted income will be verified, and a criminal background check will be conducted on all adults to determine eligibility. If it is determined that your family is eligible for one of the programs, your application will be presented to the Pyramid Lake Housing Authority Board of Commissioners for final approval to be added to the respective waiting list(s). You will receive written final notification once a final decision is made.

If your application is approved by the Board of Commissioners, your name will be added to the bottom of the waiting list(s) you were eligible for. **You will be required to submit a Waiting List Update Form once a year to confirm your eligibility to remain on the waiting list(s).** It is important to keep your contact information up to date to receive correspondence from the Pyramid Lake Housing Authority. You will be removed from the waiting list(s) if you do not complete your annual Waiting List Update Forms for each program waiting list.

How long will it take me to move into a home?

Unfortunately, we are unable to provide an estimated move-in date once you're on the waiting list. The lists are prioritized by application date, so vacant units are offered to those families who reached the top of the waiting list and have regularly completed their annual Waiting List Update Form. Families will be required to update their income when a unit is offered.

What documents do I turn in with my application(s)?

The following documents must be turned in with your application to determine eligibility or we will not be able to process your application. Please make sure all supporting documents are attached:

- Copies of Tribal ID, Social Security Card, Driver's License or State ID for all adults listed on application.
- Copies of Tribal ID, Social Security Card, and Birth Certificate for all minors (under 18) listed on application.
- All adults over 18 years of age must sign the Authorization to Release Information form and complete a separate Criminal Background Check Authorization Form.
- Copies of proof of income (paycheck stubs, child support award letters, letters from employers, prior year income tax returns, unemployment award letters, notarized receipts for crafts/beadwork/food sales, etc.) and contact information for verification.

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