



2013 RIDGE AVE
PHILADELPHIA, PA 19121
215.684.4000
PHA.PHILA.GOV

MTW HARDSHIP WAIVER REQUEST FORM - HCV

Date: _____

Client Name

Client ID Number

Client Address

City, State

Zip Code

For all of PHA's rent and utility allowance policies implemented pursuant to its MTW authority, PHA will consider exceptions to these policies on a case-by-case basis for families who can demonstrate a long term hardship that will result from application of the policies to them, or as a reasonable accommodation.

To qualify for a hardship exemption, you must complete and submit this form and include an explanation on the reason for the hardship and how the application of PHA's MTW rent, recertification or utility allowance policy will affect the household. Complete all questions and sign and date this request form.

Hardship Waiver Request: | MTW Rent Calculation | Annual vs. Biennial or Triennial Recertification
| Limit on Interim Recertifications | MTW Utility Allowance Calculation

Reason for hardship: (Describe the nature of the hardship and how the application of PHA's MTW rent or utility allowance policy will affect your household) _____

Client Signature

Date

To be completed by the Manager

Where applicable, was the hardship request received within 10 business days from the date the notice of Rent Change?
 Yes No

Recommended Override of MTW Rent, Recertification or UA Policy (enter the recommended calculation or policy override): _____

Recommend Denial of Hardship (enter the reason for the denial): _____

Name and Signature – Manager

Date

To Be Completed by the Director

Hardship Request Approved Hardship Request Denied

Notes: _____

Name and Signature – Director

Date