

**EMERGENCY TRANSFER PLAN**  
**FRANKLIN COUNTY PHA**

The PHA 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), the PHA 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>5</sup> The ability of the PHA 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.

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.

**Eligibility for Emergency Transfers:**

**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 the Emergency Transfer Request (HUD-5383) or similar written request which includes the requested information listed on that form confirms that you have expressly requested a transfer.

**(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.

**Emergency Transfer Request Documentation:**

To request an emergency transfer, the tenant shall notify the PHA and submit a written request for a transfer. The PHA will provide reasonable accommodations to this policy for individuals with disabilities. The tenant should submit the Emergency Transfer Request (HUD-5383) form or similar written request containing the information requested on that form. 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 the PHA'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.

**Confidentiality:**

The PHA will keep confidential any information that the tenant submits in requesting an emergency transfer and any information about the emergency transfer. The full disclosure of confidentiality can be found in the Notice of Occupancy Rights under the Violence Against Women's Act 24 To All Tenants and Applicants.

**Emergency Transfers Timing:**

The PHA cannot guarantee that a transfer request will be approved or how long it will take to process a transfer request. However, the PHA will assist you to move to a safe unit quickly using your existing voucher assistance. The PHA will make exceptions to program regulations restricting moves as required. At your request, the PHA will refer you to organizations that may be able to further assist you.

**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, and Incest National Network's National Sexual Assault Hotline at **1-800-656-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/ourprograms/stalking-resource-center>.

Local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking include:

A.L.I.V.E. at **800- 941-9144**

Comtrea at **636- 296-6206** or **636- 931-2700** (Jefferson County)

Crider Health Center at **636-239-2778** or **636-582-8100** (Franklin County)