



Berkeley Housing Authority

Confidential Report of Suspected Fraud/Program Abuse

Suspect that something isn't right?

The vast majority of families receiving Section 8 rental assistance, and the participating landlords, are honest. They follow program rules, and do not engage in criminal behavior. However, there are exceptions, and you can help us identify and investigate them. Please read the following then fill out the section(s) below that pertain to the type of fraud you suspect. You don't need to know all of the facts to submit the report, but please do not submit a false report. The Housing Authority does not want to unduly target any family that is wrongfully accused nor expend resources investigating suspected fraud and program abuse that is unmerited.

Fraud/Program Abuse

Fraud by a program **participant/family** typically involves:

- Failing to report all the people living in the unit, including people that are "just visiting" (often times it is a spouse, boyfriend, girlfriend or significant other)
- Failing to report when someone no longer lives in the unit (for example, one or more of children are no longer in the home)
- Not reporting all household income, for example someone who is working (outside the home) or operating a business – but has failed to report it to the Housing Authority
- Subletting or renting rooms in the unit.

Fraud by a participating **landlord** typically involves:

- Renting to a relative (without permission from the Housing Authority)
- Accepting side-payments (more rent than the Housing Authority has authorized)
- Living in the unit with the family
- Receiving rental subsidy payments from the Housing Authority for a vacant unit (for example, the family has moved out; resident moved to a care facility; resident in jail).

What will happen to the family and/or owner?

If the suspected fraud or program abuse is confirmed, penalties range from termination of the Section 8 Voucher; termination of the Housing Assistance Payment Contract; repayment of subsidy payments; and possible criminal action.

Will my name be used?

We are happy to accept your information with or without your name and/or contact information. Providing your name and contact information allows us to follow up with you if we have questions, but we respect the fact that you may want to remain anonymous. Before we respond to any report of fraud or program abuse, we do our own investigation. All investigations are confidential.

Thank you for helping us ensure that assistance is paid to eligible households, who: act responsibly; comply with all Section 8 Program rules; and avoid criminal behavior.

Berkeley Housing Authority Fraud/Program Abuse Report

Please complete this form, save, and
email to: bha@ci.berkeley.ca.us or Fax to: 510-981-5480

1. Address where fraud/program abuse is occurring
Note: BHA's jurisdiction is within the City of Berkeley, only.
2. Name of the head(s) of household, if known, or other family members, if known
3. Name of landlord(s) or property manager(s), if known
4. May we contact you for additional information? Yes No
Do you wish to remain Anonymous? Yes No
Your Name (Optional): Your Number (Optional): Your email (optional):

Suspected Fraud/Program Abuse - FAMILY

If you suspect fraud/program abuse on behalf of the Family, please complete the section below (to report suspected fraud on behalf of the landlord, go to the next section). What statement(s) describes the fraud/program abuse you suspect on behalf of the family?

An unauthorized person living in the unit

Name(s)

Gender Male Female

Approximate age

Race Asian Black White Other

Any other additional information (such as identifying information on the unauthorized person, color, make, model, license plate of car, how often parked, etc.):

Someone no longer lives in the unit

Name(s)

Gender Male Female

Approximate age

Race Asian Black White Other

Any other additional information (such as knowledge of arrest, hospitalization, vacation or trip, lasting more than 30 days):

Failing to report all household income

Name(s)

Gender Male Female

Approximate age

Race Asian Black White Other

Any other additional information (such as this person leaves the unit each morning wearing a uniform):

Subletting or renting rooms in the unit

Name(s)

Gender Male Female

Approximate age

Race Asian Black White Other

Any other additional information (such as identifying information on the unauthorized person, color, make, model, license plate of car, or this person leaves the unit each morning heading to work or school):

Other (Describe):

Suspected Fraud/Program Abuse – LANDLORD

If you suspect fraud/program abuse on behalf of the Landlord, please complete the section below. What statement describes the fraud/program abuse you suspect on behalf of the Landlord?

Owner is renting to a relative without permission of the Housing Authority

Owner is related to Head of Household or Spouse Yes No

Owner is related to a Household member Yes No If Yes, check all that apply:

Parent Grandparent Sister/Brother Other:

Any other additional information to establish the relationship:

Owner is accepting side-payments (more rent than authorized by the Housing Authority)

How much is being paid?

Check Money order Cash

Any other additional information (such as that the tenant has complained to you that the landlord is “bribing” them or copy of agreement, receipt):

Owner is living in the unit with the family

Landlord Name(s)

Gender Male Female

Approximate age

Race Asian Black White Other

Are the owner and Head of Household in a relationship? Yes No

Is the owner related to a Household member? Yes No

Any other additional information (such as that the landlord parks his/her car there nightly – and car make/model/color/license plate, or that you know the landlord and a family member are in a relationship):

Owner is receiving Housing Authority subsidy (payments) for a vacant unit

Is there electrical service to the unit? Yes No

Are the windows covered? Yes No

Is the property in foreclosure? Yes No

Are all units in the building vacated? Yes No

Is there activity (people coming in/out of the unit, cars parked in front of the unit)? Yes No

Any other additional information (such as you witnessed the family move from the unit, they told you they were going to move, etc.):

Other (Describe):