

TENNESSEN NOTICE

The Albert Lea Housing and Redevelopment Authority (HRA) is asking you to provide certain information and will ask you from time to time to supply additional information. Under the Government Data Practices Act (Minnesota Statutes Section 15.1611 through 15.1692) you may know:

1. Why this data is being collected:

The purposes and uses of this information are for one or more of the following reasons:

- (a) To help us determine whether you are eligible to participate or to continue to participate in the HRA's housing program.
- (b) To enable us to establish the level of rent you must pay in accordance with federal law.
- (c) To assist the HRA in maintaining or upgrading its housing stock.

2. How the data will be used by the HRA:

The information will be used by HRA staff to determine eligibility and, if you receive benefits to assist in providing you with benefits.

3. Can you refuse to supply the data:

Collection of this information is authorized by the Federal Housing Act of 1937, as amended, and by the Minnesota Housing and Redevelopment Authority Act (M.S. 462.11, et.seq.).

You may refuse to give the data requested. If you do, your application cannot be processed and you may not receive benefits.

If you receive benefits and later refuse to give information needed by the HRA, you may lose your benefits. If you feel that certain information we request is an unwarranted invasion of your privacy, contact the Executive Director or his/her designee at the HRA.

4. Who else has access to this information:

Depending upon the housing program and as authorized by state, local, or federal law, the information we maintain may be shared with:

- (a) U.S. Department of Housing and Urban Development (HUD).
- (b) HRA employees and contractors (including those who make repairs) and HRA selected volunteer agencies serving you or your dwelling unit.
- (c) Health care and human service agencies under contract with the HRA.
- (d) Freeborn County Health and Human Services.
- (e) School districts.
- (f) Law enforcement agencies (Federal, State, City, County, etc.), fire department and paramedics when an emergency situation or investigation requires the sharing of information.
- (g) Alliant energy, the utilities office for the City of Albert Lea, the City Building Inspections and Planning and Zoning departments and other utility or property

inspection services to ensure that the HRA complies with the lease and all applicable laws and ordinances.

- (h) U.S. Census Bureau.
- (i) Health care professionals from other agencies or institutions who assist the HRA in assessing and maintaining the required level of independent living capability for tenancy in Public Housing.
- (j) Any individuals you name as your contacts in the case of an emergency.
- (k) Federal, state and local auditors.
- (l) Researchers who are granted access to the data for purposes or preparing summary data.
- (m) Other state and federal agencies as may be required by law.
- (n) Judicial bodies (local courts systems at all levels; federal, state, district, etc).

We may deny parental access to private data when a minor, who is the subject of the data, requests that we deny access. We may require the minor to submit a written request that the data be withheld. The written request shall set forth the reasons for denying parental accesses and shall be signed by the minor.

Unless otherwise authorized by statute or federal law, government agencies with which we share private information must also treat the information as private. Other non-government agencies with which we share private information must likewise treat the information as private.

When you are no longer being served by the HRA, we will keep your file only until state and federal requirements are met.

This is to acknowledge that I have been given the above information.

Applicant

Date

Co -Applicant

Date

Other Adult

Date