

NEW YORK CITY HOUSING AUTHORITY

EMERGENCY TRANSFER PROGRAM INFORMATION SHEET

The New York City Housing Authority (NYCHA) Emergency Transfer Program offers an opportunity for tenants and their authorized family members who can substantiate that they are victims of domestic violence, child sexual victims, intimidated witnesses, or intimidated victims, to confidentially transfer to a development located in another area of the city.

NYCHA provides this relocation service to qualified residents who are being harassed, intimidated, or victimized so that they do not have to permanently vacate affordable public housing in order to flee the perpetrator(s). At no time does NYCHA guarantee the safety or security of individuals and families who choose to apply and/or who are transferred under this program. The Emergency Transfer Program is not a witness protection program. NYCHA does not guarantee that a transfer application will be approved, nor do we guarantee how long it will take to process a transfer application. The time needed to process an emergency transfer depends upon: the completeness of the documentation submitted by the applicant and the timeliness of submission; the record of the tenant while living in public housing; the results of a criminal background check which will be conducted by NYCHA for all household members ages sixteen (16) and older; and, the availability of suitably-sized apartments. It is fully the applicant's responsibility to submit all documentation needed to process his/her case.

Applicants for an emergency transfer may not select a development but must select only a borough. A tenant may select his/her own borough of residence, except for Staten Island tenants who must choose a different borough. Because different boroughs have different numbers of families waiting for available apartments, NYCHA cannot guarantee how long it will take before an apartment reassignment is made. However, qualified applicants who are willing to be flexible about their borough choice may be moved more quickly.

Applicants are urged to take precautions. In addition to applying for an emergency transfer, in order to ensure personal safety and the safety of family members, during the transfer-waiting period, and after the transfer occurs, consider the following safety tips:

- Avoid areas where friends or relatives of the abuser or perpetrator are known to reside or spend time;
- Avoid speaking about the transfer to acquaintances;
- Avoid places you are known to hang out at; and,
- After the transfer, do not return to your old neighborhood for any reason. Inform hospitals, schools, doctors, friends, family members and the HRA-Department of Social Services not to divulge your new address to anyone.

Qualified tenants who wish to apply for an emergency transfer must complete a transfer request form and return it to the Management Office at their development. Once you have applied for an emergency transfer, it is important to maintain contact with either your Safe Horizon worker, District Attorney representative, Emergency Transfer Case Examiner, or your Management Office, who will advise you as to the status of your transfer request.

Applicants for an emergency transfer can call the Domestic Violence/Crime Victims Hotline at 1-800-621-HOPE if they need emergency assistance, immediate shelter or to obtain a listing of Safe Horizon offices.

The following individuals may qualify for the Emergency Transfer. Attached is a listing of documents required for qualification.

WHO QUALIFIES FOR THIS PROGRAM:

- 1) **Victim of Domestic Violence (VDV)** - A person who has suffered serious or repeated abuse from a family member or intimate partner, OR
- 2) **Intimidated Victim (IV)** - A person who is the victim of a violent crime or of the threat of a violent crime and such crime was committed in a non-random manner as a result of a relationship between the victim and the perpetrator, OR
- 3) **Intimidated Witness (IW)** - A person who cooperates with the District Attorney or other law enforcement agency in the arrest and prosecution of (an) individual(s) who committed a crime,

AND, and as a result of the abuse, crime or cooperation with law enforcement:

- the victim/witness suffered actual physical injury or threat of injury; against him/her or immediate family member; and,
 - the victim/witness will continue to suffer if (s)he continues to live in the current residence.
- 4) **Child Sexual Victim (CSV)** - A person, who at the time (s)he is 17 years old or less, suffered actual physical injury by being the victim of one of the following crimes: Penal Law § 130.35 - **Rape in the First Degree**; Penal Law § 130.50 - **Sodomy in the First Degree**; Penal Law § 130.70 - **Aggravated Sexual Abuse**, and as a result of such crime(s):
 - the victim will continue to suffer if (s)he continues to live in the current residence.