

## VICTIM OF DOMESTIC VIOLENCE PRIORITY – DOCUMENTATION REQUIREMENTS

**1 document from each category (A, B and C) is required, unless it is a “serious felony”\*. If “serious felony” 1 document from category A and C.**

**A criminal Offense must be classified as either a misdemeanor or felony.**

	Primary Documentation - <u>Category A</u>	Secondary Documentation - <u>Category B</u>	Advocacy Letter** – <u>Category C</u>
1	<u>Order of Protection (OOP): Criminal Court</u> documenting a criminal offense of physical violence or threat of violence against victim. [Must be valid at time of application, priority upgrade and day of eligibility interview]. <b>If for a <i>Serious Felony</i>*, no document required from Category B.</b>	<u>Order of Protection (OOP): Criminal Court</u> documenting a criminal offense of physical violence or threat of violence against victim. [OOP may be current or expired but the incident must be no older than 24 months prior to the filing of the application or priority upgrade]. <b>Must name same perpetrator documented in Category A, but must be for a different incident.</b>	Advocacy letter from Social Services Provider/Family Justice Center.
2	<u>OOP Family Court</u> - and a copy of the Family Court Petition indicating alleged physical violence or threat of violence against victim. [Must be valid at time of application, priority upgrade and day of eligibility interview]. <b>If for a <i>Serious Felony</i>*, no document required from Category B.</b>	<u>OOP: Family Court</u> - and a copy of the Family Court Petition indicating alleged physical violence or threat of violence against victim. [OOP may be current or expired but the incident must be no older than 24 months prior to the filing of the application or priority upgrade]. <b>Must name same perpetrator documented in Category A, but must be for a different incident.</b>	Advocacy letter from Hospital Domestic Violence Coordinator or Hospital Social Worker.
3	<u>Police Report (61 Complaint Report)</u> documenting a criminal offense of physical violence or threat of violence against victim [Incident must be no older than <b>12</b> months prior to the filing of the application or priority upgrade]. <b>If for a <i>Serious Felony</i>*, no document required from Category B.</b>	<u>Police Report (61 Complaint Report)</u> documenting a criminal offense of physical violence or threat of violence against victim [Incident must be no older than <b>24</b> months prior to the filing of the application or priority upgrade]. <b>Must name same perpetrator documented in Category A, but must be for a different incident.</b>	Advocacy letter from Mental Health Provider or Counselor.
4	<u>Police Domestic Incident Report (DIR)</u> documenting a criminal offense against victim [Incident must be no older than <b>12</b> months prior to the filing of the application or priority upgrade]. <b>If for a <i>Serious Felony</i>*, no document required from Category B.</b>	<u>Police Domestic Incident Report (DIR)</u> documenting a criminal offense against victim [Incident must be no older than <b>24</b> months prior to the filing of the application or priority upgrade]. <b>Must name same perpetrator documented in Category A, but must be for a different incident.</b>	Advocacy letter from one of the five Governmental Agencies listed below: District Attorney’s Letter Administration for Children’s Services (ACS), Human Resources Administration (HRA), Department of Education (DOE), Department of Homeland Security (DHS)
5	<u>In-Patient Admission Letter</u> (Must use NYCHA form 070.246) documenting domestic violence related injuries against victim. [Incident must be no older than <b>12</b> months prior to the filing of the application or priority upgrade].	<u>In-Patient Admission letter</u> (Must use NYCHA form 070.246) documenting domestic violence related injuries against victim [Incident must be no older than <b>24</b> months prior to the filing of the application or priority upgrade] <b>Must name same perpetrator documented in Category A, but must be for a different incident.</b>	
6	<u>Court Dispute Referral Center (CDRC) Letter</u> documenting a domestic violence offense against victim and must describe domestic violence incident(s) and give reason why no OOP was issued and advocate for the relocation of the family. [Incident must be no older than <b>12</b> months prior to the filing of the application or priority upgrade].		
7	<u>Letter from either a NY District Attorney or NYPD Detective or District Attorney Complaint</u> Letter must list the criminal offense(s) committed against the victim, indicate that the offense is the result of domestic violence, name the perpetrator and advocate for the relocation of the family. [Incident must be no older than <b>12</b> months prior to the filing of the application or priority upgrade].		

**\*\*The advocacy letter must be dated within 60 days from the date of the application or priority upgrade request. The advocacy letter must identify the perpetrator, relationship between the victim and abuser, when and where the domestic violence occurred, details of the incident and advocate for the relocation of the family.**

### SERIOUS FELONY LIST

**NYCHA only considers the 19 Penal offenses listed below as serious felonies which would warrant a document waiver from Category B.**

**Families must still submit 1 document from Category A and C. The document submitted must specify the penal code.**

<b>1</b>	120.05	Assault in the 2 <sup>nd</sup> degree	<b>11</b>	135.25	Kidnapping in the 1 <sup>st</sup> degree
<b>2</b>	120.07	Gang Assault in the 1 <sup>st</sup> degree	<b>12</b>	140.25(1b)	Burglary in the 2 <sup>nd</sup> degree
<b>3</b>	120.10	Assault in the 1 <sup>st</sup> degree	<b>13</b>	140.30(2)	Burglary in the 1 <sup>st</sup> degree
<b>4</b>	120.12	Aggravated Assault Upon A Person Less than Eleven Years Old	<b>14</b>	150.20(1ai)	Arson in the 1 <sup>st</sup> degree
<b>5</b>	120.60	Stalking in the 1 <sup>st</sup> degree	<b>15</b>	160.10(2a)	Robbery in the 2 <sup>nd</sup> degree
<b>6</b>	125.25	Murder in the 2 <sup>nd</sup> degree and Attempted Murder in the 2 <sup>nd</sup> degree (110-125.25)	<b>16</b>	160.15(1)	Robbery in the 1 <sup>st</sup> degree
<b>7</b>	130.35	Rape in the 1 <sup>st</sup> degree	<b>17</b>	215.52	Aggravated Criminal Contempt
<b>8</b>	130.50	Sodomy in the 1 <sup>st</sup> degree	<b>18</b>	260.32	Endangering the Welfare of a Vulnerable Elderly Person in the 2 <sup>nd</sup> degree
<b>9</b>	130.67	Aggravated Sexual Abuse in the 2 <sup>nd</sup> degree	<b>19</b>	260.34	Endangering the Welfare of a Vulnerable Elderly Person in the 1 <sup>st</sup> degree
<b>10</b>	130.70	Aggravated Sexual Abuse in the 1 <sup>st</sup> degree			