

Tenant Selection Process

The tenant selection process must include:

- a) Clearly defined Application Process that includes (1) applicant eligibility, including income eligibility, (2) formal notification of selection and non-selection, (3) application acceptance dates, and (4) application review process
- b) Priority Ranking System for selection, if applicable, must not contain discriminatory criteria such as preference for minorities or large families.
- c) Additional selection criteria, if applicable, including criminal background check and credit reports. Include an explanation of when these criteria will be reviewed and objective measurements of how the information will be used.
- d) Waiting list management, including if, how and where a waiting list will be maintained and how applicants on the list be notified of status.
- e) Conflict of Interest Clause
- f) Grievance Procedures
- g) Process for Amending the tenant selection process, including language that amendments must be approved by the NDED Program Representative