Housing Authority of the City of Douglas

Your Right to Request a Reasonable Accommodation

Do I have the right to request a reasonable accommodation or modification of my unit while in public or assisted housing?

If you have a disability that requires you to need…

- An accommodation or adjustment in the program's rules, policies, practices or services, or
- A repair or change in your apartment, or
- A repair or change in some other part of the Housing Authority property, or
- A change in the way the Housing Authority communicates with you.

Because of a disability, you may ask for the above changes, which is called a "reasonable accommodation.

Will my request automatically be approved?

- If your request is reasonable, or
- If your request is not to expensive, or
- If it is not to difficult to arrange

We will try to approve your request and make the changes you need.

What happens after I file the request?

- Your request will be reviewed and a decision made within thirty (30) days.
- You will be notified if you need more information or verification from you, or
- If the Housing Authority needs to discuss with you other ways of meeting your request

What if my request is denied?

- If the Housing Authority does not grant your request, we will explain our decision.
- You have the right to file a grievance based upon this action.

Please advise the Housing Authority Section 504/ADA Coordinator, Shelley Stevens, 937 Thrash Circle, Douglas, GA 31533; Phone (912) 384-5812 ext. 4 if you need help in using the form, or if you wish to receive this request form in an alternative format to meet your communication needs.

My signature confirms that I have read and understand my rights as indicated above.

_____ _____

Applicant's Signature Date Housing Authority Representative Date

Updated 2/4/21