

## FirstHome Income Verification Release and Data Privacy Notice

I authorize and direct any Federal, State or local agency, organization, business or individual to release to Ramsey County staff any information or material needed to complete and verify my application for the Ramsey County FirstHome Down Payment Assistance Program, hereinafter referred to as “the Program.”

I understand and agree that such information and material may be given to and used by Ramsey County in administering and enforcing program rules and regulations. I understand that this authorization cannot be used to obtain any information about me that is not pertinent to my eligibility for the Program.

I acknowledge and agree that:

- A photocopy of this authorization is as valid as the original and may be used for the purposes stated above; and
- I have the right to review the file and the information received using this form (with a person of my choosing to accompany me); and
- I have the right to copy information from the file and to request correction of information I believe inaccurate; and
- This authorization will stay in effect until I am no longer a participant in the Program.

Income information on individuals or households collected and maintained by the subrecipient agency to determine eligibility may be disclosed to Ramsey County only.

Ramsey County warrants compliance with applicable data privacy laws and regulations including the Minnesota Government Data Practices Act which sets policies on information that can be obtained, stored and/or released in connection with public programs.

### **TENNESSEN WARNING**

As an applicant for benefits under one or more of the housing programs administered by Ramsey County, including but not limited to; the HOME Investment Partnerships (HOME) Program, Community Development Block Grant (CDBG) Program, Ramsey County Housing Redevelopment Authority Programs, hereinafter referred to as (“the Programs”) you will be asked to provide information that may be considered private under the Minnesota Government Data Practices Act (the “Act”). The Act requires that you be provided with the following information.

The data that you will be asked to provide to Hennepin County for the Programs includes, but is not limited to the following data about members of your household:

Income Verification Release and Data Privacy Notice  
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- Income
- Identity of household members
- Income verification

The foregoing information is needed in order to determine your eligibility for the Programs. You may refuse to provide the requested information, but this may result in delay in processing or rejection of your application. This information may be shared with County and applicable city staff, the U. S. Department of Housing and Urban Development (HUD), the Minnesota Housing Finance Agency (MN Housing), contracted monitoring agencies, contracted community partnership organizations, and internal and independent auditors. It may also be released to appropriate Federal, State, and local agencies when relevant, to civil, criminal, or regulatory investigations.

**All adult household members, 18 years or older, will sign this form and cooperate with the eligibility process.**

**I declare that I have read and understood the information given above regarding the Release of Information and the Minnesota Government Data Practices Act.**

Applicant(s):

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Signature	Printed Name	Date
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Signature	Printed Name	Date
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Signature	Printed Name	Date
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Signature	Printed Name	Date
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