FOR QUALIFIED INDIVIDUALS AS DEFINED BY LAW (PERSONS WITH DISABILITIES), HOUSING PROVIDERS ARE REQUIRED TO:

(a) provide reasonable accommodations in their policies, rules or practices (such as policies on pets, parking, etc.);

(b) allow reasonable modifications (physical changes, such as a ramp or grab bar). In the case of private rental housing, the tenant may be responsible for the cost of modifications. For publicly assisted rental housing, the Housing Provider may be responsible.

WHEN CONSIDERING A REASONABLE ACCOMMODATION/MODIFICATION REQUEST A HOUSING PROVIDER CAN ONLY TAKE THE FOLLOWING INTO CONSIDERATION:

• Is the individual who is making the request qualified? (Does that person have a disability as defined by the law?)

• Is the request for an accommodation or modification necessary? (This is not determined by the Housing Provider but by the individual or developer of the housing, and confirmation can be requested to be provided by a medical health professional.)

• Would the requested accommodation impose an undue financial or administrative burden? (For a modification, this is only considered if the modification is to be paid for by the Housing Provider.)

• Would the requested accommodation or modification require a fundamental alteration in the nature of the housing program?

The Housing Provider should not ask about the nature or severity of the disability in question. The Housing Provider need only consider whether or not the request is ‘reasonable’ in terms of cost and alteration of their housing program. The Housing Provider may ask questions that clarify what it is about the policy, rule, practice or procedure that serves as a barrier or that clarify how the requested accommodation or modification relates to the disability.

FOLLOWING ARE SAMPLE FORM LETTERS WHICH DO TWO THINGS:

• Determine that an individual (or the prospective tenant) is qualified under the law for a reasonable accommodation/modification, and

• Verify that what is being requested is consistent with the needs associated with the individual(s) and their disability.

* These forms were created by The Fair Housing Project of CVOEO. Reach the program directly at 802-864-3334 or www.VTfairhousing.org.