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May 5, 2015

Anolinx  
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Salt Lake City, UT 84107  
Phone: (801) 243-3588  
Email: awilson@anolinx.com

Beth Walter Honadle, PhD  
Director, Program Monitoring and Research Division  
Office of Research, Evaluation and Monitoring  
U.S. Department of Housing and Urban Development  
451 7th St. SW  
Washington, DC 20410-6000

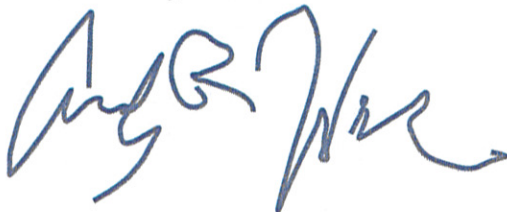
To whom it may concern,

In response to your letter informing us that our application for Housing Mobility and Adolescent Mental Health (Reproduction Study) proposal was reviewed favorably by your advisory committee, I am attaching the following requested documents for approval by the Assistant Secretary:

1. Affidavits (Notarized) for all persons who will have access to the data
2. Two (2) copies of a completed licensing agreement

Do not hesitate to contact me if you have any questions, and I thank you in advance for your consideration.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Andrew Wilson". The signature is stylized with a large "A" and "W".

Andrew Wilson, PhD, MStat

Enclosures

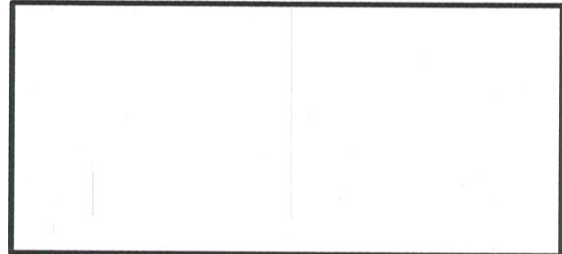
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# Affidavit of Nondisclosure

Lead Pharmacoepidemiologist  
(Job Title)

3/1/2015  
(Date Assigned to Work with HUD PII Data)

Anolinx  
(Organization, State or Local Agency Name)



428 Winchester St. #202 SLC, UT 84107  
(Organization or Agency Address)

(HUD File Containing PII\*)

I, Andrew Wilson, do solemnly swear (or affirm) that when given access to the subject HUD database or file, I will not –

(i) use or reveal any individually identifiable information furnished, acquired, retrieved or assembled by me or others for any purpose other than statistical, research, or evaluation purposes specified in the approved data license application;

(ii) make any disclosure or publication whereby a sample unit or survey respondent could be identified or the data furnished by or related to any particular person under these sections could be identified; or

(iii) permit anyone other than the individuals authorized by the HUD to examine the individual reports.

[Under the Privacy Act, unlawful disclosure of PII data is a misdemeanor and subject to a fine of up to \$5,000.]

[Signature]  
(Signature)

City/County of Salt Lake Commonwealth/State of Utah

Sworn to and subscribed before me this 4th day of May, 2015. Witness my hand and official Seal.  
[Signature]



(Notary Public/Seal)

My commission expires March 5, 2016

\* Request all subsequent follow-up data that may be needed. This form cannot be amended by HUD, so access to datasets not listed will require submitting additional notarized Affidavits.

OMB Control Number 2528-0297

**LICENSE FOR THE USE OF  
PERSONALLY IDENTIFIABLE INFORMATION  
PROTECTED UNDER THE E-GOVERNMENT ACT OF 2002, TITLE V AND THE  
PRIVACY ACT OF 1974**

WHEREAS, the United States Department of Housing and Urban Development (HUD) has collected and maintains personally identifiable information, the confidentiality of which is protected by the Privacy Act of 1974 (5 U.S.C. § 552a) and Title V, subtitle A of the E-Government Act of 2002 (CIPSEA) (44 U.S.C. 3501 note); and

WHEREAS, HUD wishes to make the data available for statistical, research, or evaluation purposes to researchers qualified and capable of research and analysis consistent with the statistical, research, or evaluation purposes for which the data were provided or are maintained, but only if the data are used and protected in accordance with the terms and conditions stated in this license (License), upon receipt of such assurance of qualification and capability, it is hereby agreed between

Anolinx LLC  
(Insert the name of the organization to be licensed)

Hereinafter referred to as the "Licensee" and HUD that:

**I. INFORMATION SUBJECT TO THIS AGREEMENT**

- A. All data containing personally identifiable information maintained by HUD that are provided to the Licensee and all information derived from that data, and all data resulting from merges, matches, or other uses of the data provided by HUD with other data are subject to this License and are referred to in this License as subject data.
- B. Subject data under this License may be in the form of CD-ROMs, electronic data, hard copy, etc. The Licensee may only use the subject data in a manner and to a purpose consistent with:
  - 1. The statistical, research, or evaluation purpose for which the data are maintained. All subject data that include personally identifiable information are protected under the Privacy Act and may be used only for statistical, research, or evaluation purposes consistent with the purposes for which the data was collected and or is maintained (Licensee's application describing the planned research and analysis is attached and made a part of this License – Attachment No. 1.);
  - 2. The limitations imposed under the provisions of this License; and
  - 3. The Privacy Act of 1974 (5 U.S.C. §552a), and Title V, subtitle A of the E-Government Act of 2002 (44 U.S.C. § 3501 note).

**II. INDIVIDUALS WHO MAY HAVE ACCESS TO SUBJECT DATA**



summary or statistical form so that the identity of individuals contained in the data is not revealed.

- E. HUD must review all articles, reports, and statistical summaries generated from the data before they are published or otherwise communicated. The results must adhere to HUD's disclosure limitation practices.

#### **IV. ADMINISTRATIVE REQUIREMENTS**

##### **A. Execution of Affidavits of Nondisclosure.**

1. Licensee shall provide a copy of this agreement, together with the Security Plan contained in the Licensee's Application (Attachment No.1) to the PPO and each P/T and support staff person of the Licensee who will have access to subject data and shall require each of those individuals to execute an Affidavit of Nondisclosure (Attachment No2).
2. The Licensee must ensure that each individual who executes an Affidavit of Nondisclosure reads and understands the materials provided to him or her before executing the Affidavit.
3. Licensee shall ensure that each Affidavit of Nondisclosure is notarized upon execution.
4. Licensee may not permit any individual specified in paragraph II.A. to have access to subject data until the procedures in paragraphs IV.A.1 through 3 of this license are fulfilled for that individual.
5. Licensee shall promptly, after the execution of each Affidavit, send the original affidavit to HUD and shall maintain a copy of each Affidavit at the Licensee's secured facility protected under this License.

##### **B. Publications made available to HUD**

1. Licensee shall provide HUD a copy of each publication containing information based on subject data or other data product based on subject data before they are made available to individuals who have not executed an Affidavit of Nondisclosure.
2. Because the publication or other release of research results could raise reasonable questions regarding disclosure of individually identifiable information contained in subject data, copies of the proposed publication or release must be provided to HUD before that disclosure is made so that HUD may advise whether the disclosure is authorized under this License and the Privacy Act of 1974 and Title V, subtitle A of the E-Government Act of 2002. Licensee agrees not to publish or otherwise release research results provided to HUD if HUD advises such disclosure is not authorized.

##### **C. Licensee shall notify HUD immediately upon the receipt of any legal, investigatory, or other demand for disclosure of subject data.**

##### **D. Licensee shall notify HUD immediately upon discovering any breach or suspected breach of security or any disclosure of subject data to unauthorized parties or agencies.**

##### **E. Licensee agrees that representatives of HUD have the right to make unannounced and unscheduled inspections of the Licensee's facility, including any associated computer center, to evaluate compliance with the terms of this License and the**

4. Licensee shall ensure that all printouts, tabulations, and reports are edited for any possible disclosures of subject data.
5. Licensee shall establish security protections to ensure that subject data cannot be used or taken by unauthorized individuals.
6. Licensee shall not permit removal of any subject data from the limited access space protected under the provisions of this License as required in the Security Plan contained in the application (Attachment No. 1), without first notifying, and obtaining written approval from HUD.
7. Licensee shall comply with applicable Federal and HUD statutes, regulations, policies and procedures governing the security of system(s) including, but not limited to:
  - (i) Federal Information Security Management Act (FISMA) of 2002
  - (ii) OMB Circular A-130 Management of Federal Information Resources Appendix III, Security of Federal Automated Information Resources
  - (iii) HUD Handbook 2400.25, Information Security Policy
  - (iv) The HUD Handbook at <http://www.hudclips.org/cgi/index.cgi>
  - (v) NIST Special Publication 800-112

#### **B. Retention of Subject Data**

Licensee shall return to HUD all subject data or destroy the data under HUD supervision or by approved HUD procedures when the statistical analysis, research, or evaluation that is the subject of this agreement has been completed or this license terminates, whichever occurs first. Licensee, as part of its responsibilities discussed herein, agrees to submit a completed Close-out Certification form to HUD.

#### **C. Compliance with Established Security Procedures**

Licensee shall comply with the security procedures described in the Security Plan contained in the application (Attachment No.1 to this License).

### **VI. PENALTIES**

A. Any violation of the terms and conditions of this License may subject the Licensee to immediate revocation of the License by HUD.

1. The HUD official responsible for communication with the Licensee shall initiate revocation of this License by written notice to Licensee indicating the factual basis and grounds for revocation.
2. Upon receipt of the notice specified in paragraph VI.A.1 of this License, the Licensee has thirty (30) days to submit written argument and evidence to Deputy Assistant Secretary, Office of Research and Monitoring in the Office of Policy

**D.** The individual described in paragraph II.A.I. as the PPO shall sign this License below. If the SO acts as the chief statistical officer for the Licensee (as the PPO) the SO shall likewise sign this paragraph as well as having signed under paragraph C.

  
\_\_\_\_\_  
Signature of the Principal Project Officer

May 4, 2015  
\_\_\_\_\_  
Date

Andrew R. Wilson  
\_\_\_\_\_  
Type/Print Name of the Principal Project Officer

Title: Lead Pharmacoeconomist Telephone: (801) 243-3588

The Assistant Secretary for Policy Development and Research issues this License to \_\_\_\_\_ . The License is effective as of the date of the signature below or such other period specified in the Licensee's request for the License.

\_\_\_\_\_  
Signature of Assistant Secretary for PD&R

\_\_\_\_\_  
Title

\_\_\_\_\_  
Type/Print Name

\_\_\_\_\_  
Date

HUD License Control Number: \_\_\_\_\_