

# *The Park Alameda*

Affordable Urban Living in Alameda's Historic Park Street District!

Dear Applicant(s),

Thank you for your interest in applying at The Park Alameda. The Park Alameda offers 62 affordable studio apartments in Alameda's Historic Park Street. This affordable housing project features an array of amenities, including green design elements and on-site property management. These spacious studio apartments are tastefully appointed and include built-in kitchen islands, Energy Star appliances and efficient hydronic heating. Common areas include a beautiful courtyard, a community garden, a community room and on-site laundry facilities. Additionally, there are 42 parking spaces and a bicycle storage area. The Park Alameda is a non-smoking community as regulated by the ordinances of the City of Alameda, CA.

Developed by Resources for Community Development, this newly constructed community is centrally located on Central Avenue, a half block from historic Park Street. The site is near major transit routes (Hwy 880, BART, AC Transit lines 0, 20, 21, 51A). The Park Alameda is located within close walking distance to shopping, entertainment venues, restaurants, cafes, and locally owned and operated small businesses.

Affordable rents are income restricted in accordance with the Low Income Housing Tax Credit (LIHTC) program and other regulatory agreements. Please refer to the second page of this flyer for rent and income limits.

There are 15 Project Based Section 8 units (including 9 units for HOPWA qualified applicants). Persons with Disabilities are encouraged to apply and may be entitled to reasonable accommodations.

To apply, please mail your complete Pre-Application and Grounds for Denial as soon as possible to:

**The Park Alameda  
c/o The John Stewart Company  
1388 Sutter Street, 11<sup>th</sup> Floor  
San Francisco, CA 94109**

To enable us to process your pre-application, please make sure to submit a complete pre-application and Grounds for Non Acceptance signed by the head of household. **Incomplete pre-applications will be rejected.**

**All pre-applications must be received by mail by August 20, 2012, to be included in a random lottery.** We will not accept pre-applications that are faxed or hand-delivered. Please take your time in **accurately** completing the pre-application, and then mail it as soon as possible.

Each household may only submit one pre-application. Duplicate household pre-applications will be removed from the lottery. Please submit only one pre-application. Resident selection criteria is available upon request.

- **Income and other Restrictions apply. See reverse side for more information.**
- **We accept Section 8 vouchers.**
- **Units comprised of full-time students do not qualify unless exempted by Section 42 of the Internal Revenue Code.**



**EQUAL HOUSING OPPORTUNITY**  
Telephone Device for the Deaf: (415) 345-4470



**All pre-applications must be received by mail by August 20, 2012 to be included in a random lottery.** We will not accept applications that are faxed or hand-delivered. Please take your time in accurately completing the application, and then mail it as soon as possible.

Please refer to the income limits (subject to change) and rents (subject to change) listed below for the available units:

These limits and rents are effective for 2012 and are adjusted annually by the California Tax Credit Allocation Committee.

Type of Unit	Number of Units	Rents	Income Limits based on the number of people in your family											
			1 person	2 people	3 people	4 people	5 people	6 people	7 people	8 people	9 people			
Studio HOPWA/Section 8 (20% AMI)**	9	**	\$13,100	\$14,960										
Studio Section 8 (30% AMI)**	4	**	\$19,650	\$22,440										
Studio Section 8 (35% AMI)**	2	**	\$22,925	\$26,180										
Studio (35% AMI)	8	\$547.00	\$22,925	\$26,180										
Studio (40% AMI)	11	\$629.00	\$26,200	\$29,920										
Studio (50% AMI)	27	\$792.00	\$32,570	\$37,400										

MINIMUM INCOME is 2.5 times the monthly rent. If appealed, the household may demonstrate the ability to pay rent for consideration. Minimum income limits are not applicable to Section 8 units, PBV units, or Section 8 like units.

Applicants desiring an affordable unit are subject to the policy on Resident Selection and third party income and asset verification to determine the household's combined annual income in accordance with the Low Income Housing Tax Credit Program requirements and other regulatory agreements. Restrictions on full-time student households also apply. Applicants being considered for a Project Based Section 8 unit will be required to submit evidence of citizenship or eligible immigration documentation.

**\*\* Section 8 and HOPWA units rents are approximately 30% of the households monthly income.**  
**EQUAL HOUSING OPPORTUNITY**



Real Property Acquisition Policies Act of 1970 (Uniform Relocation Act) and Section 104(d) of the Housing and Community Development Act (HCD).

**Displaced family.** (A) Displaced person(s) that:

- Has submitted an online or paper application to AHA for housing assistance within 120 days after the date of displacement from a dwelling located within AHA's jurisdiction, or, in the case of a binding written governmental notice, within 120 days before or after the mandatory vacate date; **and**
- As of the date that AHA selects the applicant for housing assistance from its waiting list, contingent on AHA's verification of the family's application information, is not living in standard, permanent replacement housing. Standard, permanent replacement housing is defined as housing that is decent, safe, and sanitary, is adequate for the family size, and the family is occupying pursuant to a written or oral lease or occupancy agreement. Standard, permanent replacement housing does not include transient facilities, hotels, motels, temporary shelters and, in case of Victims of Domestic Violence, housing occupied by the individual who engages in such violence. It does not include any individual imprisoned or detained pursuant to State Law or an Act of Congress. Shared housing with family or friends is not considered temporary and is considered standard, permanent replacement housing.

Applicants on any waiting list who claim a preference for being displaced pursuant to the definition above must present third-party evidence of displacement at the time when selected for certification. Failure to present documentation to validate displacement will result in the loss of preference and returning to the waiting list.

**12. Terminated. Have you or your co-applicants been terminated by the Section 8 program due to over leasing or lack of federal funding?  Yes  No**

**Terminated.** Section 8 participants who have been terminated due to overleasing or lack of federal funding. At the time a participant is terminated due to overleasing or lack of federal funding, that person's name will automatically be placed on the waiting list and given the appropriate preference.

**13. Residency. Are you or your co-applicants living or working in the City of Alameda, CA?  Yes  No**

**Residency.** This residency preference is limited to the jurisdictional boundaries of the city of Alameda. Use of the residency preference will not have the purpose or effect of delaying admission to the program based on the race, color, ethnic origin, gender, gender identity, gender expression, religion, disability, or age of any member of an applicant family. Applicants who live or work in Alameda at the time of application qualify for this preference. For homeless applicants, this preference will apply if the applicant is living in a shelter or transitional housing located in Alameda or had been living in Alameda prior to becoming homeless.

**14. Family Preference. Are you or your co-applicant designated as a family preference by City of Alameda Housing Authority (2 or more persons, senior 62 age or older, head of household or spouse with disabilities)?  Yes  No**

**Family Preference.** Includes families with two or more persons, seniors 62 years of age or older, and families in which the head or spouse is a person with disabilities.

**15. Veteran. Are you or your co-applicant a veteran or surviving spouse of a veteran?  Yes  No**

**Veteran.** A member of the military, a veteran who was discharged or released under conditions other than dishonorable, or a surviving spouse (i.e., a person of the opposite sex who was the spouse of a veteran at the time of the veteran's death and who has not remarried or (in cases not involving remarriage) has not since the death of the veteran lived with another person and held himself or herself out openly to the public to be the spouse of such other person.

I understand that all of these answers will be verified, and that I/we are subject to the policy on resident selection and all applicable programs I certify that the above statements are true and correct. I understand that false statements or information are punishable under federal law and cause for immediate denial of housing.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please mail your signed pre-application and signed Grounds for Denial as soon as possible to:

Park Alameda c/o  
John Stewart Company  
1388 Sutter Street, 11th Floor  
San Francisco, CA 94109





## Grounds for Non-Acceptance of Rental Application



We welcome your application to rent an apartment at The Park Alameda. It is the responsibility of each applicant to provide any and all information required to determine eligibility. The following lists the reasons why we might deny your application. Persons with disabilities may be entitled to reasonable accommodations.

1) **Credit** (An exception for extraordinary medical expenses may be permitted.)

- (a) A single unmet credit problem in excess of \$2500 within the past 3 years.
- (b) Total unmet credit problems (including government tax liens) in excess of \$5000 within the past 3 years.
- (c) A bankruptcy discharged within the last 3 years.
- (d) A total of ten (10) unmet credit problems of any value.

Poor credit history due to extenuating circumstances will be reviewed on a case-by-case basis by management. The Park Alameda will consider situations where credit has been damaged due to a disability, medical debt, or other special circumstances. Applicants will be made aware of their right to reasonable accommodation in cases where disability status is a contributing factor to poor credit or evictions.

2) **Rental History**

- (a) A judgment against an applicant obtained by the current or previous landlord.
- (b) An unmet obligation owed to a previous landlord.
- (c) The applicant must have made timely payments of the last year's rental payments.
- (d) A negative landlord reference

3) **Personal History**

- (a) A history of violence or abuse (physical or verbal), in which the applicant was determined to be the antagonist.
- (b) Current abuse of alcohol or use of illegal drugs. Use shall constitute abuse for illegal drugs.

4) **Criminal Background Check**

A check will be made of criminal conviction records for the past seven years for all adult Applicants of the household. Reports will be obtained from local and/or state records and may also include local Police records. If the Applicant has resided in a state other than California and has a past conviction, a report will be required from that state or federal organization. A felony and/or misdemeanor offense and/or continued and ongoing criminal activity will be grounds for rejection if such offenses involve physical violence to persons or property, domestic violence, sexual abuse, sales of narcotics, illegal weapons possession, any form of assault, breaking and entering, burglary or drug related criminal offenses.

Consideration may be granted to Applicants with past nonviolent criminal records occurring more than seven years in the past with no further criminal record. Individual circumstances of more recent criminal history are considered on a case-by-case basis. If an applicant has a criminal record, then they are encouraged to offer any additional information that would be helpful in determining their eligibility. Applicants will be provided the criminal background record and provided an opportunity to respond and to provide evidence of mitigating factors.

5) **Annual Income/Occupancy standard/other program regulations**

- (a) Annual Income (including assets) must be within the established restrictions for the property.
- (b) Household size must meet the established occupancy standard for the property.
- (c) Applicant must meet all program regulated eligibility requirements.

6) **Documentation/Interviews**

Each potential occupant must provide all documentation required by the selection process. If an applicant does not show up for an interview, or provide at a minimum the following documentation, it is grounds for denying your application.

- (a) Completed and signed application, release of information, grounds for non-acceptance.

- (b) Proof of all income sources and assets, including the two most recent income payments (i.e. pay check stub, social security or other independent verifications).
- (c) Copy of most recent bank statements and/or other accounts (IRA, stocks, mutual funds, etc.)

**7) Offer of an Apartment**

Applicants will be offered only two apartments. Declining the second offer of an apartment is considered to be withdrawal of the application by the applicant unless there are verifiable medical circumstances that prevent you from moving at the time of offer.

**8) Falsification of any information on the application**

Applicants found to be falsifying any information and/or providing false information related to their application at any time during the application process is grounds for automatic denial.

**9) Nondiscrimination**

In the performance of its obligations, John Stewart Company will comply with the provisions of any federal, state or local law prohibiting discrimination in housing on the basis of race, color, creed, ancestry, national origin, sex, sexual orientation, familial status, source of income, age, disability, AIDS, or AIDS related condition.

**I HAVE READ AND UNDERSTAND THE FOREGOING AND FIND THEM TO BE REASONABLE REASONS MY RENTAL APPLICATION CAN BE DENIED. I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE ATTACHED HOUSING AND INCOME STATEMENTS ARE TRUE AND CORRECT.**

**Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Applicants who are not accepted will have 14 days to appeal in accordance with the Grievance Procedure. During the hearing mitigating circumstances will be considered.