Kottinger Gardens Phase 1 Fact Sheet

Kottinger Gardens Phase 1 operates under affordable housing programs for senior individuals or families with low, very low, and extremely low incomes and is managed by MidPen Housing Property Management. This program is operated by **Kottinger Gardens Phase 1** without regard to race, color, sex, creed, religion, national origin, physical or mental status, familial status, age, ancestry, marital status, source of income, sexual orientation, gender, or any other arbitrary personal characteristic.

This fact sheet is only an outline of the requirements necessary to qualify for a home in this community. There may be other restrictions which apply to this community. Please refer to the **Resident Selection Criteria** for any additional requirements. The Resident Selection Criteria is available in the Leasing Office or can be sent electronically by request to kottingergardens@midpen-housing.org. It will also be available beginning on May 8th at MidPen's website at http://property.midpen-housing.org/LeasingNow.

SELECTION CRITERIA SUMMARY

Age Eligibility: One member of the household, either the head of household, co-head or spouse, must be 62 years of age or older.

Income Eligibility: Household income must be below the maximum limits indicated for this community's housing programs included on the income limit table on the back of this document. Minimum income limits also apply.

Minimum/Maximum Occupancy Requirements

One Bedroom	1-3 occupants	**Two Bedroom**	2-5 occupants

Priorities, Preferences and Eligibility Restrictions

1. Priority will be given to the following households and/or applicants:

    a) Returning households from the former Kottinger Place;

    b) Households who currently reside in Pleasanton Gardens; and

    c) Active applicants on the City of Pleasanton's public housing waitlist for the former Kottinger Place in the order they appear on the former Kottinger Place waitlist provided by the City of Pleasanton. Please see full Resident Selection Criteria for more information.

2. Preference will be given on the non-Section 8 Project-Based Voucher Program units to households who live or work in the City of Pleasanton on 15% of the units. Please see full Resident Selection Criteria for more information available in the Leasing Office or electronically by request to kottingergardens@midpen-housing.org.

3. Credit, Criminal and Rental History: **Kottinger Gardens Phase 1** evaluates the credit, criminal and rental history for any person aged 18 or over and emancipated minors. Negative reports may disqualify applicants.

RESIDENT SELECTION PROCESS

1. When your pre-application is considered for a unit, we will contact you to come into the Management Office for an interview and to complete a more detailed full application at that time. *Interviews and verifications may be processed in advance of unit availability. Your application may be processed in*

anticipation of an upcoming vacancy and will be held for the next available vacant unit.

2. Third party verification will be obtained from all related sources to confirm certain components of the eligibility/qualification requirements; for example, income, assets, landlord references, and preference eligibility.

3. It is your responsibility to inform the management in writing of any change to the information on your pre-application or application (e.g., address, household size, and total household income). You must respond to the waitlist update letter when mailed to your address on file, which typically occurs every six months. Failure to contact the Management Office about a change in information or failure to respond to the waitlist update letter can result in removal of your application from the waiting list.

A full, detailed **Resident Selection Criteria** describing application and qualification processes is available to all applicants in the Leasing or Management Office or electronically by request to kottingergardens@midpen-housing.org.

LOTTERY PROCESS

The lottery process that determines the waiting list position of applicants after the waiting list is opened is a two-part process. The first part includes entry of applicants into the lottery system by MidPen staff .The second part is the automated and randomized lottery process, which positions applicants on the waiting list based on lottery number after applying any community preferences and unit sizes. While the potential for error is greatly reduced from earlier lottery methods, the potential still exists.

In the event there is an error that causes Applicant to inadvertently be excluded from the lottery and the resulting waiting list, Applicant agrees to be placed at the end of the waiting list. Applicant acknowledges and agrees that being placed at the end of the waiting list is the only recourse for a mistake on the behalf of Applicant, Management, or a technical problem.

The lottery will be held on Wednesday, July 19, 2017, and is closed to the public. All applicants will be notified in writing of the lottery results within two (2) weeks after the lottery has occurred.

Kottinger Gardens Phase 1
Income Limits & Rents

Maximum Income Per Household (2017 AMI)
New Limits published by HUD April 14, 2017; Income Limits at time of Move-In are used for final qualification

	1 people	2 people	3 people	4 people	5 people
30%	$21,930	$25,050	$28,170	$31,290	$33,810
40%	$29,240	$33,400	$37,560	$41,720	$45,080
50%	$36,550	$41,750	$46,950	$52,150	$56,350
60%	$43,860	$50,100	$56,340	$62,580	$67,620

TENANT RENT LEVELS per Unit (2016 AMI)
Rent Floor - Excluding any Utility Allowance
Inquire with Management for any Maximum and Minimum Rent Clarifications

AMI Limit	1 Bedroom	2 Bedroom
30%	$548	$658
40%	$731	$878
50%	$914	$1,097
60%	$1,097	$1,317

TENANT RENT LEVELS per Unit (2016 AMI)*
HOME Program

AMI Limit	1 Bedroom	2 Bedroom
50%	$914	$1,097

*All Rents are subject to change as set by the governing agency. Not all AMI Rent limits shown above are available for all units.