



HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA PUBLIC HOUSING PRE-APPLICATION WAITING LIST

We suggest you print this page for reference before you begin using the online pre-application.

The Housing Authority of the County of Contra Costa is accepting applications to place families on the Public Housing Waiting List for 2, 3, 4 and 5 bedroom units.

THIS APPLICATION IS NOT FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

Public Housing: Under the Public Housing Program, rental assistance is provided for designated units at the housing developments owned and operated by the Housing Authority of the County of Contra Costa.

How To Apply: To obtain an application, please fill out the online pre-application form.

If you are a person with a disability and need special accommodation, please call: (925) 957-8013.

QUALIFICATIONS: Any family, elderly and/or disabled person whose household total annual gross income is within the income limits shown below may apply. Waiting list will be based on bedroom size. Bedroom size is based on household size. All information will be verified prior to admission. In addition, all applicants will be required to:

- Verify citizenship or legal immigration status
- Pass criminal background history review
- Pass tenancy history review

<u>HOUSEHOLD SIZE</u>	<u>ANNUAL INCOME LIMITS</u>	<u>MAXIMUM INCOME</u>
1 PERSON		\$46,350
2 PERSON		\$53,000
3 PERSON		\$59,600
4 PERSON		\$66,250
5 PERSON		\$71,550
6 PERSON		\$76,850
7 PERSON		\$82,150
8 PERSON		\$87,450

PROCESS:

- Applications will be accepted by U. S. Post Office mail service only
- **The application period for accepting applications has been extended until May 12, 2007.**
- Items received after May 12, 2007 will be returned to sender.
- Applications must be mailed to: PUBLIC HOUSING WAITING LIST, P.O. BOX 156, RODEO, CA 94572. Any applications submitted to addresses other than the P.O. box address will be returned to sender.
- Waiting list will be based on bedroom size. Bedroom size is based on household size.
- Placement on the Waiting list will be determined by: Preference points and date and time of receipt of application.
- Preference points will be given: Residency, Veteran, Elderly/Disability
- Only one application form is necessary per family. Do not submit duplicate applications, since applications will only be entered on the waiting list once.

- Notification of receipt will be sent to applicants approximately 30 days after receipt of the application.
- When your name reaches the top of the waiting list, you will receive a form to fill out to start the eligibility process.
- The length of time of your wait depends on program funding. Also, the availability of vacant units.
- Your wait could be as long as 1-3 years. Be sure to update your application as your family, income and/or address change.

ONLINE PRE-APPLICATION INSTRUCTIONS:

The Housing Authority of the County of Contra Costa online pre-application allows you to apply for the Public Housing Waiting List.

We recommend that you use this Application Guide to help you as you fill out the online pre-application form. This Application guide includes all the information you need to know to complete the form.

- All fields must be completed and signed for your application to be processed.
- Date fields must be entered using the **mm/dd/yyyy** format. You must include the / marks and a four-digit year. Example: 01/01/2006.
- Social Security numbers are entered, as numbers, include the dashes. Example: 123-45-6789
- Enter your phone number as a 10 digit number with dashes and parentheses. Example: (925)555-1212
- All applicants must be 18 years of age or older at the time eligibility is determined.

REQUIRED INFORMATION:

Completing the online pre-application should take no more than 30 minutes if you gather all the required information ahead of time. Please be prepared to provide:

- A current mailing address and telephone number where we can reach you
- Names of everyone who will live with you
- Social Security numbers of everyone who will live with you
- Dates of birth for everyone who will live with you
- The sex (male/female) of everyone who will live with you
- The race and ethnicity of everyone who will live with you
- Whether anyone who will live with you is disabled
- The primary language of the head of household
- The total monthly income of the household (including all household members)
- The sources of all income (wages, pensions, CA Works, Social Security)

When you have completed filling out the pre-application: click print, sign and date application.

MAIL TO:

PUBLIC HOUSING PRE-APPLICATION WAITING LIST, P.O. BOX 156, RODEO, CA 94572

