

12th AVE TERRACE APARTMENTS

1515 SW 12th Ave
Portland, Oregon - 97201
Phone: (503) 226-9181 / TTY711
www.reachcdc.org



Information Sheet

12th Avenue Terrace is a subsidized community for seniors age 55 and over* offering studio apartments in a convenient downtown location. 12th Ave Terrace also offers on-site laundry facilities, outdoor courtyard, on-site computer lab, community activities, and more!

Managed by REACH Community Development, with over 30 years' experience we provide an On-Site Building Manager, Resident Services Coordinator, On-Site Maintenance Technician, and Building Monitor (On Call after hours).

- Security deposit \$50.00
- Initial 12- month lease
- Smoke Free, Pet Free building
- Water, Sewer and Garbage included
- Electricity, Phone, Cable and all other utilities paid by resident

Households exceeding 50%** of the median income are not eligible for housing at 12th Ave Terrace Apartments. This information is intended to be a general overview. Each household must meet the qualifications listed on the Screening Criteria.

Current Income Guidelines*

Household Size	1 Person HH	2 Person HH
50% Income Limit	\$26,300.00	\$30,050.00

*Subject to change as updated by the State of Oregon, most recent update as of April 2017

**Individual units may have additional Income restrictions

Transportation

Adjacent to Bus/light rail mall with connections to all bus and max lines

Grocery

Safeway at 1030 SW Jefferson

Attractions

Pioneer Square, Fox Tower Theater, Central Library, Performing Arts, Park Blocks, PSU, Farmer's Market, Art Museum and Historical Society.



*Some REACH properties have tenant selection preferences, please see criteria

*Some Reach properties have tenant selection preferences, please see criteria for more details.

12th AVE TERRACE APARTMENTS

1515 SW 12th Ave
Portland, Oregon - 97201
Phone: (503) 226-9181 / TTY711
www.reachcdc.org



REACH Pre-Application

REACH Community Development does not discriminate against individuals with disabilities. Applicants with hearing impairment may call 711 to receive assistance through a telephone relay system. If applicants require assistance (Reasonable Accommodation) in the waitlist application process, please advise the Property Manager.

It is the responsibility of the applicant to fully complete and sign the waitlist application. Completed waitlist application means that ALL required fields have valid entries. **Required fields are BOLDED and starred***. Completed and signed waitlist applications are date/time stamped and waitlisted in the order received. Incomplete waitlist applications will not be waitlisted.

To determine your eligibility please see the income limits and occupancy restrictions located in the screening criteria

* First Name	* Last Name		
* Current Mailing Address	* City	* State	* Zip
* Social Security Number (last 4 digits) XXX-XX-_____	* Date of Birth / /	E-Mail	
Daytime Phone Number () -	Message Phone () -		

Please check the appropriate answer below:

Requested unit size: Studio

Do you currently have a Section 8 Voucher? Yes No

Do you require a Disabled Accessible Unit? Yes No

If you answered "yes" to the above, please specify: Mobility Vision Hearing Mental

Are you being displaced by a natural disaster as declared by the President of the USA? Yes No

*Some Reach properties have tenant selection preferences, please see criteria for more details.



12th AVE TERRACE APARTMENTS

1515 SW 12th Ave
 Portland, Oregon - 97201
 Phone: (503) 226-9181 / TTY711
 www.reachcdc.org



Household Member Income Information: Please list all household members, list the source and amount of all current income received by all family members, including yourself. Include all earnings and benefits received from AFCD/TANF, VA, Social Security, SSI, SSDI, Unemployment, Worker’s Compensation, Child Support, etc.

	First Name & Last Name	Date of Birth	Relationship to Head of Household	Disabled (Y or N)	Full-Time Student (Y or N)	Income Source *If no income, state N/A	Gross Income Amount	Frequency- Per Week, Month or Year
H	Head		Head					
2								
3								
4								
5								
6								
7								

*If there you have more household members, please attach an additional page to this waitlist application

How did you hear us? (check one)

- REACH Website 211 Craigslist Housing Search NW GoSection8
- Local Newspaper (which one) _____ Agency (which one) _____
- Zillow Apartments.com Walk/Drive by building (circle one)
- Current/Former Resident (circle one) Other _____

*Some Reach properties have tenant selection preferences, please see criteria for more details.

12th AVE TERRACE APARTMENTS

1515 SW 12th Ave
Portland, Oregon - 97201
Phone: (503) 226-9181 / TTY711
www.reachcdc.org



Persons Displaced By REACH development activities: REACH renovations and remodeling projects at any of its properties may require residents to temporarily or permanently be displaced from their apartments. When this occurs, REACH may offer units in this building as a preference to residents from other REACH properties who are displaced by such activity as they become available.

I understand that upon receipt of this completed waitlist application that my name will be placed on the 12th Avenue Terrace waitlist in the order received. I understand that my listing on the waitlist is not a guarantee for housing in 12th Avenue Terrace at this time. I understand that my eligibility will be determined based on my current information and the current Screening Criteria guidelines at the time of the in-take appointment.

I further understand that due to the volume of waitlist applications received, REACH cannot verify if my application has been waitlisted or not. It is my responsibility to contact the properties applied to confirm.

* Applicant Signature _____ Date ____/____/____
(Signature Required)



REACH complies with all Fair Housing laws prohibiting discrimination on the basis of race, color, religion, national origin, sex, familial status, and disability in the admission or access to its housing programs and activities. REACH also complies with State, County, and City Fair Housing laws and definitions of protected classes. Furthermore, REACH complies with the HUD Equal Access Rule which ensures housing is open to all eligible individuals regardless of actual or perceived sexual orientation, gender identity or marital status.

*Some Reach properties have tenant selection preferences, please see criteria for more details.

12th AVE TERRACE APARTMENTS

1515 SW 12th Ave
Portland, Oregon - 97201
Phone: (503) 226-9181 / TTY711
www.reachcdc.org



Criteria for Residency Twelfth Avenue Terrace Apartments

This screening criteria applies to Twelfth Avenue Terrace Apartments. If Applicant Requires Any Assistance (“Reasonable Accommodations”) in the application process, please advise the Landlord. TTY: 711

REACH CDC and Twelfth Avenue Terrace Apartments do not discriminate on the basis of disability status in the admission or access to, or treatment, or employment in, its federally assisted programs and activities.

REACH CDC and Twelfth Avenue Terrace Apartments complies with all Fair Housing laws prohibiting discrimination on the basis of race, color, religion, national origin, sex, familial status, disability, is open to all eligible individuals and families regardless of actual or perceived sexual orientation, gender identity, or marital status in the admission or access to its housing programs and activities. REACH also complies with State, County, and City Fair Housing laws and definitions of protected classes. Furthermore, REACH complies with the HUD Equal Access Rule which ensures housing is open to all eligible individuals regardless of actual or perceived sexual orientation, gender identity or marital status.

REACH CDC and Twelfth Avenue Terrace Apartments provides protection to victims of domestic violence, dating violence, or stalking per the Violence Against Women Act and Department of Justice Reauthorization Act of 2005, Public Law 109-162.

We have zero tolerance for illegal drug use and other illegal drug activities and strongly support drug free housing. The Controlled Substance Act (CSA), 21 U.S.C. Section 801 et seq. prohibits all forms of marijuana use; the use of “medical marijuana” is illegal under federal law even if it is permitted under state law. With regards to questions concerning the use of marijuana in Multifamily assisted properties in states that have decriminalized the use of marijuana, the controlling authority is Section 577 of the Quality of Housing and Work Responsibility Act of 1998 (QHWRA).

APPLICATION PROCESS

Complete the application, the Certification of Tenant Eligibility and the Section 42 Certification entirely. Two forms of identification will be required. These are: picture identification plus another form of positive identification. Acceptable forms of picture identification include: a valid, state issued driver's license, identification card or a passport. Acceptable forms of positive identification (other than picture ID) include; an Individual Taxpayer Identification Number (ITIN), valid Social Security Card, visa or alien registration documentation. Photo identification will need to be presented by all applicants.

Waitlist Policy & Process

When the community has no vacancy, all prospective applicants are required to apply to an open wait list. Waitlists may be closed whenever the wait for a unit type will likely exceed one year. When opening the waitlist for applicants, the wait time on the building waitlist will be every 6 months based on the need to fill vacancy and responses from current applicants on the waitlist. The posting of the opening will be updated

*Some Reach properties have tenant selection preferences, please see criteria for more details.

12th AVE TERRACE APARTMENTS

1515 SW 12th Ave
Portland, Oregon - 97201
Phone: (503) 226-9181 / TTY711
www.reachcdc.org



on the web page to reflect the opening of the waitlist and enable the ability for users to download the pre-application packet.

Applicants at the top of the waitlist who are contacted about available housing may decline one offer of housing and remain at his/her place on the waitlist. (Replies must be received within seven (7) calendar days of receipt of notification.) After declining a **second** offer of housing, the applicant will be rendered "Inactive" and will be removed from the waitlist and added to the purged list; the applicant may re-apply as outlined above.

There is a preference given to those that apply that are referred from Northwest Pilot Project and or have an approved income under 30% of AMI. These applicants will be given preference points as a priority on the PBV waitlist. Applicants must show a referral letter from Northwest Pilot Program and or copy of income at the time of application to receive their preference point on the waitlist.

OCCUPANCY POLICY

Occupancy of Twelfth Avenue Terrace is one person per apartment.

INCOME GUIDELINES: Median Income Percentages Year 2017

Household size	30%	50%
1	\$15,780	\$26,300

Household with income over 50% are not eligible for housing at 12th Avenue Terrace

SCREENING POLICY

All applicants must agree to the following by executing a rental application form:

I hereby consent to allow REACH Community Development, through its designated agent and employees, to obtain and verify my criminal background, rental history and credit check information for the purposes of determining if I meet the criteria for residency at Twelfth Avenue Terrace Apartments.

Criminal Background Search

Landlord shall conduct a search of public records to determine whether applicant, or any proposed resident, has been convicted of, or pleaded guilty or no contest to any crime prior to the application. Current registered sex offenders will be denied. A conviction, guilty plea or no contest plea to any of the following shall be grounds for, and will result in denial of the rental application:

- A. Any sex crimes, (any household member who is subject to a state sex offender lifetime registration requirement.)
- B. Any felony involving serious injury, death extensive property damage or drug related offenses (sale, manufacture, delivery or possession with intent to sell) where latest to occur of disposition, release or completion of parole have occurred within the last seven (7) years; or

*Some Reach properties have tenant selection preferences, please see criteria for more details.

12th AVE TERRACE APARTMENTS

1515 SW 12th Ave

Portland, Oregon - 97201

Phone: (503) 226-9181 / TTY711

www.reachcdc.org



- C. Any other felony, or any misdemeanor involving: arson, assault, intimidation, drug related offenses (sale, manufacture, delivery, or possession with intent to sell) or weapons charges where the latest to occur of disposition, release or completion of parole have occurred within the last three (3) years; or
- D. Any conviction involving theft, dishonesty, prostitution, obscenity and related violations (ORS 167.060 through 167.100) where the latest to occur of disposition, release or completion of parole within the last 6 months.
- E. Felonies that would threaten the health or safety of the PHA or Owner or any employee, contractor, subcontractor or agent of the PHA or Owner who is involved in housing operations

Open criminal cases or outstanding warrants in the above categories will require the application to be held until final resolution is made by the courts. Applications will only be held for 30 days from the date of processing.

Rental History

Any applicant having a rental history that includes damage to a unit that is considered beyond normal wear and tear must have a minimum of six months' satisfactory rental history that is free from damage charges. Any applicant having a poor rental reference due to housekeeping and/or sanitation problems must be participating in an active case management agreement that addresses these housekeeping and/or sanitation issues. Any applicant owing money, to a previous landlord will be denied.

Credit Check

A credit report will be obtained: An applicant may be rejected for poor credit history, in the past three years, but a lack of credit history is not sufficient grounds for denial.

Evictions

An applicant will be declined if they have an eviction (that has not been dismissed) within the last 12 months.

Please be advised:

- Incomplete, inaccurate or falsified information will be grounds for a denial of your rental application or termination of your tenancy if discovered after the tenancy commences.
- Any individual whose tenancy may constitute a direct threat to the health or safety of an individual, or whose tenancy may result in physical damage to the property of others will be declined.
- If the application is approved and you accept an available unit, you will be required to:
- Sign the REACH Rental Agreement in which you agree to abide by all the property rules and regulations:
- Pay the balance of your move-in costs (security deposit and first month's pro-rated rent.)

REJECTION POLICY

If your application is denied due to an unfavorable credit report, you may:

1. Contact the credit reporting company at: RealPage at PO Box 11889, Carrollton, TX 75011-88869, 1-800-456-4008 or CSC Equifax, PO Box 105873, Atlanta, GA 30302, 1-800-759-5979
2. Correct any misinformation as outlined by the credit reporting company.
3. Request a corrected report sent to Twelfth Avenue Terrace Apartments

*Some Reach properties have tenant selection preferences, please see criteria for more details.

12th AVE TERRACE APARTMENTS

1515 SW 12th Ave

Portland, Oregon - 97201

Phone: (503) 226-9181 / TTY711

www.reachcdc.org



4. Upon receipt of a satisfactory, updated report, your application may be considered for the next available apt.

If your application is denied for reasons other than unfavorable credit, you may:

1. Submit a written explanation appealing your denial, within 14 days of receipt of the denial letter to: Senior Property Manager, REACH Community Development, Inc., 4150 SW Moody St. Portland, OR 97239.
2. A panel will review the materials regarding your application and will notify you in writing of the results within 5 business days of the panel review.
3. Persons with disabilities have the right to request reasonable accommodations to participate in the informal hearing process.
4. If you feel you have been a victim of discrimination, you can contact HUD at: 909 1st Ave. Rm. 205, Seattle, WA 98104-1000, 1-800-877-0246, TTY 1-206-220-5185, www.hud.gov

I have been given a copy of the Criteria for Residency as part of my application for the Twelfth Avenue Terrace.

Applicant's Signature

Date