



# PRE-APPLICATION for Barnes Butte Vista Prineville, Oregon

(8) 3-Bedroom Project Based Voucher Units

Complete Pre-Applications will be accepted during regular business hours from:  
8am on Monday June 20, 2022 until 5pm on Thursday June 23, 2022  
at the Housing Works office located at: 405 SW 6<sup>th</sup> St, Redmond, OR 97756;  
FAX 541-923-6441; or email [stephanie@housing-works.org](mailto:stephanie@housing-works.org)  
Regular Business Hours are: Monday – Thursday 8am to 5pm, Friday 8am to noon

- List the Head of Household and all other members who will be living in the unit.
- List the relationship of each family member to the head of Household.

**Note:** Race and Disability questions are being requested to comply with Equal Opportunity Requirements and to assure that any form of discrimination does not occur. Your answers will not affect whether you receive rental assistance. Use the codes below to indicate race, list all that apply. Housing Works does not discriminate on the basis of race, color, national origin, religion, sex, physical or mental disability, or familial status.

Race: 1 = Hispanic 2 = White 3 = Black 4 = Indian/Alaskan 5 = Hawaiian / Pacific Islander 6 = Asian

Full Name	Social Security Number	Relationship to Head of Household	Disabled? Y or N	Date of Birth	Race #	Gender	Monthly Income
		Head of Household	<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Male <input type="checkbox"/> Female	
			<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Male <input type="checkbox"/> Female	
			<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Male <input type="checkbox"/> Female	
			<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Male <input type="checkbox"/> Female	
			<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Male <input type="checkbox"/> Female	
			<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Male <input type="checkbox"/> Female	
			<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Male <input type="checkbox"/> Female	
			<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Male <input type="checkbox"/> Female	
<b>Total Family Members</b>				<b>Total Family Income</b>		\$	

Mailing Address: \_\_\_\_\_ County: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_ Phone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Additional Information:**

Do you currently reside in Crook, Deschutes or Jefferson Counties or does your household include a member who works, or has been notified that they are hired to work, in Crook, Deschutes or Jefferson Counties? .....  Yes  No

Are you currently receiving services from the local VA office?.....  Yes  No

Are you currently receiving services from Saving Grace?.....  Yes  No

If so, do you authorize Housing Works to verify that you receive such services?.....  Yes  No

If selected, would you benefit from a unit with assessable features? .....  Yes  No

**Applicant Statement:**

I/We certify that the information given on this Barnes Butte Vista Pre-application for the Project Based Voucher Program is accurate and complete to the best of my/our knowledge and belief. I/We understand that false statements or information are punishable under Federal Law and may also be punishable under State Law. I/We have no objection to inquiries for the purpose of verifying the facts herein stated. I/We also understand that false statements or information are grounds for denial. I/We further understand that if I/We believe we have been discriminated against, I/We may call the Fair Housing and Equal Opportunity National Toll-free hotline at 1-800-669-9777.

Signature of Head of Household: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Spouse/Co-applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**For Office Use Only:** Initial: \_\_\_\_\_ Date Stamp: \_\_\_\_\_



405 SW 6<sup>th</sup> Street  
 Redmond, OR 97756  
 p: 541.923.1018  
 f: 541.923.6441  
 www.housing-works.org

**NOTICE:** A computerized lottery drawing will determine where an applicant is placed on the Project Based Voucher Waitlist for the (8) 3-bedroom units at Barnes Butte Vista, Prineville, Oregon. Housing Works has a local residency preference. Additionally, this waitlist has two different preferences for individuals working with Saving Grace or the local VA office. For the 8 Project Based Voucher units, (3) have a preference for survivors of domestic violence working with Saving Grace, (2) have a preference for homeless veterans working with the local VA office, and (3) are designated for the general public.

Applications will be processed in the order of their Waitlist position. If selected, the applicant will be contacted by mail and or email to proceed with the eligibility process.

Housing Works will exhaust the current waiting list prior to opening a new waiting list for the Project Based Voucher. All applicants are encouraged to apply for all future wait list openings.

This is only a pre-application and not a guarantee of selection for housing. A full application will be required if you are selected.

If selected, further information will be requested including:

- Family composition information
- Family income information
- Citizenship or eligible immigration status
- **Social security numbers for all family members**
- **Proof of identity for all family members (current photo identification and or birth certificate)**

Eligible applicants must:

- Meet income eligibility requirements (see chart below)
- Meet occupancy standards for available unit size
- Pass a criminal background check
- Meet eligibility requirements regarding previous program participation

Mandatory Reasons for Denial of Assistance:

- Any member of household has ever been convicted of drug-related criminal activity for the production or manufacture of methamphetamine in any location
- Any household member is currently registered as a sex offender under a state registration requirement

## INCOME ELIGIBILITY REQUIREMENTS

**(These are 30% tax credit units and may have a different income eligibility requirement for EPIC property management)**

### Annual Income

Household Size	Crook County	Crook County
	Extremely Low Income: 30% AMI	Very Low Income: 50% AMI
One	\$15,100	\$25,150
Two	\$18,310	\$28,750
Three	\$23,030	\$23,350
Four	\$27,750	\$35,900
Five	\$32,470	\$38,800
Six	\$37,190	\$41,650
Seven	\$41,910	\$44,550
Eight	\$46,630	\$47,400

# AUTHORIZATION TO RELEASE & SHARE INFORMATION

**PURPOSE:** Housing Works (formerly CORHA) uses this authorization and the information obtained with it to administer and enforce housing program rules and policies.

**INDIVIDUALS OR ORGANIZATIONS REQUESTED TO SHARE & RELEASE INFORMATION:** Any individual or organization including any governmental organization but not limited to, may be asked to release information, i.e.:  
Banks and Other Financial Institutions

- Law Enforcement Agencies, Courts, Criminal Background Checks
- Credit Bureaus
- Employers, Past and Present Landlords
- Schools and Colleges
- Utility Companies
- State Agencies such as Child Welfare, Transportation, Employment Division
- Social Service Agencies
- Department of Human Services and Oregon Employment Department
- Providers of: Alimony, Child Care, Child Support, Credit, Handicapped Assistance.
- Medical Care, Pensions/Annuities
- Medical Prescriptions
- Social Security Administration
- U. S. Department of Veterans Affairs
- Credit History, Financial Concerns, Criminal Activity, Legal Issues, Child Welfare issues
- Family Composition and Child Care Expenses
- Employment, Income, Pensions, and Assets
- Federal, State, Tribal or Local Benefits
- Medical, Psychological, or Psychiatric issues
- Identity and Marital Status
- Medical Expenses
- Social Security Numbers
- Residences and Rental History
- Thrive Central Oregon, Full Access, DHS, Saving Grace, Veteran Assistance for Supportive Services

## **AUTHORIZATION:**

\* I authorize for a period of 15 months from the date below to release & share any information (including documentation and other materials) pertinent to eligibility for or participation in assisted housing programs including the following:

### **Low Rent Public Housing, HOME/LIRPH, Project Based Vouchers and Housing Choice Voucher Programs.**

\* I agree that photocopies of this authorization may be used for the purposes stated above. If I do not sign this authorization, I understand that my housing assistance may be denied or terminated. I authorize all sources to fax or mail information to Housing Works at: 405 SW 6<sup>th</sup> St. Redmond, Oregon 97756 541-923-1018 & Fax 541-923-6441

\* I agree to provide an assigned Social Security number (or a Certification that no number has been assigned) for each household member 6 years and older.

\_\_\_\_\_  
Head of Household Signature      Date      Social Security Number

\_\_\_\_\_  
Spouse/Other Adult Signature      Date      Social Security Number

\_\_\_\_\_  
Other Adult Signature      Date      Social Security Number

\_\_\_\_\_  
Other Adult Signature      Date      Social Security Number