



# Moonlight Townhomes – Bend Project Based Vouchers (PBV)

### Waitlist Dates:

Complete Pre-Applications will be accepted during regular business hours from: Monday, February 5, 2024, at 8:00 a.m. PST to Wednesday, February 14, 2024, at 5:00 p.m. PST, by using the drop box in the front of the Housing Works office located at: 405 SW 6<sup>th</sup> St, Redmond, OR 97756. Applications will also be accepted by fax (541)-923-6441, or by email to [stephanie@housing-works.org](mailto:stephanie@housing-works.org).

### Waiting List Preference:

A total of seven 2- and 3-bedroom Project Based Voucher units situated in Bend, Oregon. This waitlist has a local residency preference. Priority will be given to applicants who reside in Crook, Deschutes or Jefferson Counties or whose household includes a family member who works or has been notified that they are hired to work, in Crook, Deschutes or Jefferson Counties.

### Waitlist Process:

Income limits and occupancy standards apply for all Project Based Voucher Units. All applications received during this period will undergo a randomized computer process, ensuring equitable placement on the waiting list and providing each applicant an equal chance of selection. Applications will be processed in the order of their Waitlist position. If selected, the applicant will be contacted by mail or email to proceed with the eligibility process. Once each waitlist is exhausted, all applications will be removed, requiring applicants who were not selected to reapply during the subsequent waitlist reopening.

### Occupancy Standards:

#### Housing Works Policy

Persons of the opposite sex (other than spouses, domestic partner, and children under age 10) will be allocated separate bedrooms.

Live-in aides will be allocated a separate bedroom.

Single-person families will be allocated one bedroom.

Foster children will be included in determining unit size only if they are in the unit for more than [6] months.

An additional bedroom will not be given to a family with a newborn until the child reaches the age of two years old. In cases where a family is in the process of moving or at the annual recertification, the child would have to be within three months of their 2<sup>nd</sup> birthday for consideration of receiving a larger size voucher.

A head of household will not be combined with another family member other than a spouse/co-head or domestic partner in assigning a bedroom.

#### \*\*\* PLEASE NOTE\*\*\*

Housing Works will work with EPIC property management to determine unit occupancy as these are tax credit units and may have a different occupancy standard.

#### **INCOME ELIGIBILITY REQUIREMENTS**

**(These are 50% tax credit units and may have a different income eligibility requirement for EPIC property management)**

Annual Income: Area Median Income (AMI)

Household Size	Deschutes County
	Very Low Income 50% AMI
One	\$33,350
Two	\$38,100
Three	\$42,850
Four	\$47,600
Five	\$51,450
Six	\$55,250
Seven	\$59,050
Eight	\$62,850

#### **Main Office:**

405 SW 6<sup>th</sup> Street  
Redmond, OR 97756

**P)** 541-923-1018

**F)** 541-923-6441

**Text)** 541-286-5562

**Hours:** Mon to Thurs  
8am to 5pm

**Closed Friday**

[www.housing-works.org](http://www.housing-works.org)

#### **Bend Satellite Office:**

2017 NE Full Moon Dr.,  
Suite 100

Bend, OR 97701

**P)** 458-281-0813

**F)** 458-281-0815

**Text)** 541-286-5562

**Hours:** Tue, Wed, Thurs  
9am to 4pm

**Closed Monday & Friday**

[www.housing-works.org](http://www.housing-works.org)