



Ponderosa Heights Apartments Project Based Vouchers (PBV)– DHS

Waitlist Dates:

Complete Pre-Applications will be accepted during regular business hours from: **8am on Monday March 17, 2025, until 5pm Monday March 24, 2025**, at the Housing Works offices located at: **Redmond Office** 405 SW 6th St, Redmond, OR 97756, **Regular Business Hours are:** Monday–Thursday 8am to 5pm, Friday closed to the public (use drop box/fax/email).

Bend office 2017 NE Full Moon Dr. Suite 100 Bend, OR 97701, **Regular Business Hours are:** Tuesday–Thursday 9am to 4pm, Monday and Friday closed to the public (use drop box/fax/email); FAX 541-923-6441; or email to stephanie@housing-works.org.

Waiting List Preference:

(8) 3-bedroom units with preference given to current clients of DHS Child Welfare or Self-Sufficiency

Waitlist Process:

A computerized lottery drawing will determine where an applicant is placed on the Project Based Voucher Waitlist for Ponderosa Heights Apartments. Applications will be processed in the order of their Waitlist position. If selected, the applicant will be contacted by either mail, phone, or email to proceed with the eligibility process.

Occupancy Standards:

Housing Works Policy

Housing Works will assign one bedroom for each two persons within the household, except in the following circumstances:

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 will be in the unit for more than [6] months.

An additional bedroom will not be issued to a family with a newborn child 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 with-in three months of their 2nd 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.

Main Office:

405 SW 6th 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

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

INCOME ELIGIBILITY REQUIREMENTS FOR HOUSING WORKS

Annual Income

	Deschutes County
Household Size	Very Low Income
One	36,650
Two	41,900
Three	47,100
Four	52,350
Five	56,550
Six	60,750
Seven	64,950
Eight	69,100