EAH HOUSING
A roof is just the beginning

ROGERS GREENE APARTMENTS
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RESIDENT SELECTION PLAN

Rogers Greene Apartments also known as Mariposa Apartments is an apartment building for persons with chronic mental illness that operates under the HOME program for the disabled. Rogers Greene Apartments consists of ten (10) units. Rogers Greene is located at 7 Mariposa Road in San Rafael, CA and is sponsored by Buckelew Community Housing. Every resident must be a member in good standing of the Marin Assisted Independent Living Program (MAIL) in order to reside at Rogers Greene. Residents who no longer suffer from chronic mental illness and are decertified by the program sponsors, Buckelew, or otherwise no longer meet the requirements to continue participation in the MAIL program will be given a 30 day notice to vacate the premises It is the goal of Rogers Greene to provide residents with safe, sanitary, and pleasant housing at affordable rents. Rogers Greene provides housing for very low income individuals and families, without regard to race, color, sex, creed, religion, national origin, physical or mental disability status, familial status, age, ancestry, marital status, source of income, sexual orientation or any other arbitrary personal characteristics. Rogers Greene will make reasonable accommodations to individuals whose disability so require. Reasonable Accommodation Request forms are available upon request from management. Rogers Greene is an Equal Opportunity Housing Facility, admitting people in accordance with Local, State and Federal Fair Housing laws, HOME Program Regulations and the Affirmative Fair Housing and Marketing Plan (AFHMP) HUD Form 935.2.

NON-SMOKING POLICY

Roger Greene Apartments is designated as a Non-Smoking property. Smoking is prohibited in all areas of the property including the interior of apartments, all indoor and outdoor common areas on the property.

It is the residents' responsibility to inform their guests of the Non-Smoking Policy. Any violation of the Non-Smoking Policy will be deemed a material breach of the Rental Agreement and grounds for immediate termination of the Lease/Rental Agreement.

Roger Greene Apartment's adoption of a Non-Smoking Policy does not make the Owner the guarantor of the resident's health or that the property will be free of smoke but management shall take reasonable steps to enforce this policy.

INCOME LIMITS

To qualify for a unit, household's gross income may not exceed the maximum income limit as adjusted for household size. Six of the units are reserved for household that do not exceed 60% of the Area Median Income. Two units are set aside for household's whose income does not exceed 50% of Area Median Income as published annually by HUD.

APPLICATION PROCEDURES

A waitlist is not maintained at Rogers Greene, rather, all residents must be participants in the sponsor's Program for the mentally ill. At a time when an opening becomes available, program staff assesses all participants and determines who would be a successful candidate for living in the Rogers Greene setting. Due to the nature and course of mental illness, it is impossible to predict who will be appropriate for openings prior to the vacancy and therefore do not maintain a waitlist.

Prior to occupancy, candidates are screened by the sponsor for programmatic requirements to ensure that they meet the definition of chronically mentally ill and would be successful in this setting. Once approved by the sponsor, the file is sent to EAH who will in turn screen for criminal background, income qualification, landlord verification and to ensure that the candidate otherwise qualifies under this plan. Each candidate must complete an application and be willing to submit to a credit history, rental history, and criminal background inquiry, as well

as income and asset verifications.

All application entries are to be made in ink or typed. Corrections or changes are to be made by lining through the original entry and entering the correct data. Such changes must be dated and initialed by the person making the change.

Applicant interviews will be held to obtain signed verification forms for all income, asset, and rental history information. All applicants will be required to comply and cooperate with third party verification requirements. It is the applicant's responsibility to provide the information that will enable management to complete and receive the necessary verification in a reasonable time. This will include bringing three months payroll check stubs, bank statements, social security and pension award letters, etc.

PREFERENCES

It is the policy of the Property that a preference does not guarantee admission. Every applicant must still meet the Property's Resident Selection Plan standards for acceptance as a resident.

For units accessible to or adaptable for persons with mobility, visual or hearing impairments, households containing at least one person with such impairment will have first priority for these units and an effort to accommodate these persons by having persons not needing the accessibility features transfer to another unit.

UNIT TRANSFER POLICY

A Unit Transfer List is maintained for those residents who have been approved for transfer. Requests to transfer from one unit to another must be approved by management.

OCCUPANCY STANDARDS

The maximum number of persons permitted to reside in an apartment is three (3) persons

To determine the proper bedroom size for which a household may qualify, the following household members are to be included:

1. All full-time members of the household, and
2. Live-in attendants.
3. Foster children
4. Unborn children
5. Children in the process of being adopted

VIOLENCE AGAINST WOMEN ACT OF 2013

The Violence Against Women Act ("VAWA") protects victims **against eviction or denial of housing based on domestic violence, dating violence, sexual assault and stalking.** In 2013, Congress expanded VAWA's housing protections by covering additional federal housing programs. VAWA offers the following protections:

1. An applicant's or program participant's status as a victim of domestic violence, dating violence, sexual assault and stalking is not a basis for denial of admission, if the applicant otherwise qualifies for admission.

2. This must support or assist victims of domestic violence, dating violence, sexual assault and stalking. It must protect victims, as well as members of their family, from being denied housing or from losing their HUD assisted housing.

3. An incident or incidents of actual or threatened domestic violence, dating violence, sexual assault and stalking will not be construed as serious or repeated violations of the lease or other "good cause" for terminating the assistance, tenancy, or occupancy rights of a victim of abuse.

4. Criminal activity directly related to domestic violence, dating violence, sexual assault and stalking, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, shall not be cause for termination of assistance, tenancy, or occupancy rights of the victim of the criminal acts.

5. Assistance may be terminated or a lease "bifurcated" in order to remove an offending household member from the home. Whether or not the individual is a signatory to the lease and lawful tenant, if he/she engages in a criminal act of physical violence against family members or others, he/she stands to be evicted, removed, or have his/her occupancy rights terminated. This action is taken while allowing the victim, who is a tenant or a lawful occupant, to remain.

6. The provisions protecting victims of domestic violence, dating violence, sexual assault and stalking engaged in by a member of the household, may not be construed to limit Rogers Greene Mariposa, when notified, from honoring various court orders issued to either protect the victim or address the distribution of property in case a family breaks up.

7. The authority to evict or terminate assistance is not limited with respect to a victim that commits unrelated criminal activity. Furthermore, if Rogers Greene Mariposa can show an actual and imminent threat to other tenants or those employed at or providing service to the property if an unlawful tenant's residency is not terminated, then evicting a victim is an option, the VAWA notwithstanding. Ultimately, Rogers Greene Mariposa will not subject victims to more demanding standards than other tenants.

The VAWA protections shall not supersede any provision of any federal, state, or local law that provides greater protection for victims of domestic violence, dating violence, sexual assault and stalking. The laws offering greater protection are applied in instances of domestic violence, dating violence, sexual assault and stalking.

The Notice of Occupancy Rights and Certification form will be provided to applicants when assistance is being denied or at the time of move-in.

GROUNDS FOR DENIAL

1. Total family income exceeds the applicable income limits published by HUD.

2. Applicant is not a member in good standing of the Marin Assisted Independent Living (MAIL) Program.

3. Applicant does not meet the definition of a person who suffers from chronic mental illness and are not certified by the program sponsors, Buckelew, or otherwise does not meet the requirements to continue participation in the MAIL program

4. Household cannot pay the full security deposit at move-in.

5. Household refuses to accept the second offer of an apartment.

6. Household fails to respond to interview letters or otherwise fails to cooperate with the certification process. Failure to sign consent forms.

7. Blatant disrespect or disruptive behavior toward management, the property or other residents exhibited by an applicant or family member any time prior to move-in (or a demonstrable history of such behavior).

8. ANY adult household member fails to attend eligibility interview.

9. Applicant has failed to provide adequate verification of income or we are unable to adequately verify income and/or income sources.

10. Providing or submitting false or untrue information on your application or failure to cooperate in any way with the

verification process.

11. Unit assignment will NOT be the family's sole place of residency. **Qualification for a unit includes occupying the unit on a continuous basis and as a primary residence. Residents may not be absent from the unit for more than 60 consecutive days, or for longer than 180 continuous days for medical reasons.**

LANDLORD REFERENCE

12. Negative landlord references that indicate lease violation, disturbing the peace, harassment, poor housekeeping, improper conduct or other negative references against the household.
13. Evictions reported in the last 5 years.
14. History of late payment of rent that demonstrates more than 2 late payments of rent in a six-month period for the past two years. More than 1 NSF in a one-year period.
15. Any evidence of illegal activity including but not limited to drugs, gang, etc.
16. Inappropriate household size for the unit available (see Occupancy Standards).

CREDIT

Please see attached credit criteria.

CRIMINAL

Please see attached criminal background criteria

GRIEVANCE/APPEAL PROCESS

Failure to meet one or more of the foregoing screening criteria may be grounds for rejection, however, each application is considered as a whole and the above-factors are considered as part of a weighted formula. Should the applicants fail to meet the screening criteria, they will receive a notice in writing indicating that they have the right to appeal the decision. This notice must indicate that the applicant has 14 days to dispute the decision.

An appeal meeting with the Property Supervisor or the Compliance staff will be held within 10 business days of receipt of the applicant's request.

Within five days of the appeal meeting, the property will advise the applicant in writing of the final decision regarding eligibility.

AVAILABILITY OF RESIDENT SELECTION PLAN

The Resident Selection Plan shall be posted in a conspicuous and public area at the site. Copies of the Resident Selection Plan will be made available by request from management.

ANNUAL/INTERIM RECERTIFICATION REQUIREMENTS

All residents must be re-certified annually. Residents paying market rent are not required to re-certify but must submit a current list of household members living in the unit. Residents are also required to report all interim changes to management that occur between annually scheduled re-certifications.

UNIT INSPECTION REQUIREMENT

Before signing the lease, Rogers Greene Mariposa and the resident must jointly inspect the unit. The resident has five days to report any additional deficiencies to Rogers Greene Mariposa to be noted on the move-in inspection form.

Annual unit inspections are performed by Rogers Greene Mariposa. Agencies providing funding have the right to inspect the unit to ensure the property is physically well maintained and that the residents are provided with decent, safe and sanitary housing.

Residents will receive prior written notification for all unit inspections.

When a resident moves out, a final inspection will be completed. Residents are encouraged to attend the move-out inspection. However, if the resident does not wish to participate in the final inspection, Rogers Greene Mariposa management may conduct the inspection alone.

PETS

Residents are permitted to keep common household pets in the dwelling unit (subject to the provisions in 24 CFR Part 243 and the pet policy promulgated under 24 CFR Section 243.20). SERVICE or ASSISTANCE animals are not considered pets. Assistance animals are animals that provide disability-related assistance, support, or provide service to persons with disabilities and are exempt from the pet policy and rom the refundable per deposit. Please notify Management if you require a Service or Assistance animal.

EQUAL HOUSING OPPORTUNITY

Rogers Greene Apartments does 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.

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Expanding the range of opportunities for all by developing, managing and promoting quality affordable housing and diverse communities since 1968.
Roger Greene Apartments is an equal opportunity housing provider.