

# MOUNTAIN VIEW APARTMENTS

## APPLICATION INSTRUCTIONS

Mountain View Apartments will begin accepting applications July 13, 2021 from low income households. This complex will feature 77 one, two and three bedroom units. The apartments are currently under construction in Fillmore, California and scheduled for occupancy in Spring 2022.

The following is some information about the project, its programs, how to qualify, and the process. Please take a moment to review this information.

Beginning **Tuesday, July 13, 2021, at 8:00am** applications will be accepted **only** via an online portal. To submit an application, please visit the [onlineportal.ahacv.org](https://onlineportal.ahacv.org). If you require assistance with submitting an application, please call **(805) 480-9991 extension 670**.

Two affordable housing programs are available to eligible applicants. Applicants will be screened for acceptance into each program. Preference will be given to applicants that live, work, or are hired to work in Fillmore.

### **Program 1: Project-Based Section 8 Voucher Program**

This program will provide rental assistance specific to Mountain View Apartments. The program is similar to the Tenant-Based Section 8 (traditional) **but assistance is attached to the unit and cannot be transferred to other properties.**

### **Program 2: Affordable Housing**

This program will provide affordable rents under the low-income housing tax credit program.

There are separate qualifications and income limits for each program.

### ***What is the Low-Income Housing Tax Credit Program?***

The Low-Income Housing Tax Credit Program (“tax credit program”) is a funding source to build affordable housing. The State of California Department of Housing and Community Development administers the program which utilizes both rent and income limitations. Development projects may have varying levels of affordability assigned to the units within the project.

The Mountain View Apartments is a property where 100% of the units are affordable with all units restricted as low-income under the tax credit program. Fifty-five of those units also have a rent subsidy program associated with them called the Project-Based Voucher Program.

### ***What is the Section 8 Project-based (PBV) program and how does it work?***

*This program is different from the Section 8 Housing Choice Voucher (HCV) Program.*

The project-based program is a rent subsidy program that attaches a voucher to privately-owned units rather than to an individual or family as with the HCV tenant-based rental assistance. Owners enter into a contract with the Area Housing Authority (AHA) for specific units and for specified terms. The Mountain View Apartments entered into such a contract for fifty-five (55) units within the project.



Under PBV, a tenant must live in a particular unit in order to receive the assistance. The qualified tenant's portion of rent is approximately 30% of their adjusted income toward rent paid directly to the landlord. The AHA pays the difference between that amount and the total rent of the unit to the owner.

***How are project-based vouchers different from HCV tenant-based vouchers?***

Traditional Section 8 tenant-based assistance is solely administered by the AHA who issues an eligible family a voucher and the family selects a unit of its choice. If the family moves out of the unit, the contract with the owner ends and the family can move with continued assistance to another unit.

Under the Project-based Voucher Program (PBV), a PBV-qualified family is referred for a specific PBV unit. Mountain View Apartments also conducts their own tax credit screening criteria of the applicant and approves referrals to fill vacancies. Since the PBV assistance is tied to the unit; a family who moves from the project-based unit does not have the right to move with continued housing assistance. In order to do so, you must reside at the residence for a minimum of one (1) year.

***Who is eligible for the Mountain View Apartments?***

In general, PBV eligibility is based on total annual gross income (at or below) and family size. Mountain View Apartments has further income limitations that it must use to determine eligibility for certain units based upon the funding they have received. The two current Income Limits within the project are as follows:

Family Size	1	2	3	4	5	6	7
30 % Income Limit	\$23,600	\$26,950	\$30,300	\$33,650	\$36,350	\$39,050	\$41,750
50% Income Limit	\$39,250	\$44,850	\$50,450	\$56,050	\$60,550	\$65,050	\$69,550

Note: Effective April 1, 2021. Income Limits are updated annually by outside funding entities and may change.

***How do I apply?***

The Applications will be accepted online. Please be aware that to log in, you will need an email address.

- The head of household must be at least 18 years of age or be a legally emancipated minor.
- Households can apply by completing the Application online by the posted deadline.
- For the Project-Based Program, the household must meet Section 214 requirements governing U.S. citizenship eligible immigration status. (At least one household member must have legal immigration status or be a U.S. citizen).

***How do I complete the Application form?***

- Be sure to carefully review and complete the entire online submission or form by following all the instructions. The application can be found at **onlineportal.ahacv.org**. If the application is incomplete, it will be rejected. Duplicate applications will not be accepted.
- List only the household members who will live with you.
- If you are a person with a disability and require an accommodation, you need assistance, or you have a question, please contact our office at **(805) 480-9991 extension 670** or send an email to **mtview805@gmail.com**.

***What must I do when I change my address, telephone number or have other changes to report?***

If any of the information you provided on your Application form changes (such as change of email, household members, or preference), you must submit the change request online at [www.onlineportal.ahacv.org](http://www.onlineportal.ahacv.org) within ten (10) business days of the change. Otherwise your application may be cancelled.



***What about the attached "Supplement to Application for Federally Assisted Housing"?***

(Form HUD-92006) Read this form carefully, it explains your rights under the law. You must be given the option to complete the information; your signature and date is required. This form gives you the option to identify a person or organization that we can contact while you are on the waiting list.

***How is my application ranked on the waiting list?***

Applicants will be placed on the waiting list according to Fillmore preference and then order in which they are received. Mountain View Apartments will assign families on the waiting list according to the bedroom size for which a family qualifies as established in its occupancy standards.

***Is anyone given priority on the waiting list?***

Yes. Because of the requirements established by the funding entities of the project, priority will be given to those applicants who live, work or are hired to work within the City of Fillmore.

Eligibility for the preference be verified at the time your application reaches the top of the waiting list. Unverified preferences can result in your application being returned to the waiting list.

Preferences are used only in ranking an eligible application for the waiting list. They are not a guarantee of immediate assistance. Preferences do not make anyone eligible who would not otherwise be eligible for program assistance.

Additionally, for Mountain View Apartments, eight of its PBV units are available specifically for referrals from the County of Ventura's Continuum of Care. Therefore, forty seven (47) PBV units and twenty one (21) tax credit units are being made available through this application process. (One unit is set aside for a resident manager.)

***What happens once I reach the top of the waiting list?***

You will be contacted for eligibility determination. Mountain View Apartments will verify all the current application information you provided and will make its determination, based on that information. If it is determined that you are not eligible, you will receive a written notification. The notice will give the reason/s for ineligibility and you will be informed of your **right to appeal the decision by requesting an informal review.**

Mountain View Apartments will conduct background investigations on all applicants; this means that citations, arrests and/or convictions for criminal acts of violence or engaging in activity involving illegal drugs by any household member may prevent participation in the program. **Lifetime registered sex offenders or those convicted of production or manufacture of methamphetamine on the premises of federally assisted housing are not permitted admission to the PBV Program.**

***What must I do to make sure I remain on the waiting list?***

Your application will remain on the waiting list until it either reaches the top or it is cancelled. Since the applicants are periodically contacted (i.e. updating of the waiting list), it is your responsibility to keep your contact information (mailing address and email address) current at all times and to respond to the waiting list update requests. If you do not respond to that correspondence, you may be removed from the waiting list.

