



STATEMENT OF RESIDENT QUALIFYING CRITERIA

Mobile Loaves & Fishes, Inc. is committed to the operation of affordable housing for individuals and families who meet our definition of chronically homeless.

The definition of chronically homeless is:

- (a) An individual who:**
- i. Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and**
 - ii. Has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least one year or on at least four long-term episodes (greater than 90-day per occurrence) of homelessness on separate occasions in the last 3 years; and**
 - iii. Can be diagnosed with one or more of the following conditions: substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance Bill of Rights Act of 2000 (42 USC 15002), post-traumatic stress disorder, cognitive impairments resulting from brain injury, or chronic physical illness or disability;**
- OR**
- (b) An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in paragraph (a) of this definition before entering that facility.**

Our Micro-Homes (MH) and Canvas Sided Cottages (CC) are designed for one adult who must live alone. Families satisfying the definition of chronically homeless may live in the Recreational Vehicles (RVs) or Park Homes (PH).

Residents are responsible for paying the full amount of the contracted rent. The monthly rental amount includes electricity for the micro-homes and canvas sided cottage. There are separate facilities for toilets, showers, laundry and outdoor kitchens within a reasonable distance of each MH and CC. RV and PH rental rates include the RV or PH itself, the pad site, and water. Electricity and propane will be paid for by the resident.

Mobile Loaves & Fishes' policy is not to discriminate against, in access to housing or supportive services, on the basis of race, color, sex, religion, handicap, national origin, sexual orientation, student status, or familial status.

GENERAL OCCUPANCY STANDARD

There is a one (1) person maximum occupancy per unit other than in the RVs and Park Homes. Families satisfying the definition of chronically homeless may occupy the RVs and Park Homes subject to a reasonable occupancy standard based on children's ages and the square footage of the unit. The reasonable occupancy standard is one person per 165 square feet of habitable space.

An applicant must provide proof of monthly gross income sufficient to pay full rent. The only exception to this requirement is for applicants referred through the City of Austin's Coordinated Assessment System, with rental subsidy provided by a group such as the Ending Community Homelessness Organization (ECHO). RV and PH applicants may have zero income at the time of application if their rent is approved to be subsidized by other agencies for a specified period of time. MH and CC homes may not qualify for subsidies, so income eligibility of the resident will be required. If subsidies end for any reason, the resident must provide proof of income sufficient to pay the rent, or must vacate the premises.

Mobile Loaves & Fishes reserves the right to give priority to applicants participating in our Community Works program, and based on severity of housing need which may include:

- (1) History of high utilization of crisis services, which include but are not limited to, emergency rooms, jails, and psychiatric facilities; or
- (2) Significant health or behavioral health challenges or functional impairments which require a significant level of support in order to maintain permanent housing.

QUALIFYING CRITERIA

The following criteria and documentation will be used in the evaluation of the rental application for residency. At the time of completing the application all individuals must:

1. Qualify through the Coordinated Assessment Process.
2. Be at least 18 years of age.
3. Provide a valid government issued ID or fingerprint documentation.
4. Provide a valid social security card or proof thereof.
5. Provide resident alien ID card (if applicable).
6. Provide gross income documentation (or rental subsidy documentation) sufficient to pay rent.
7. Complete a resident release and consent form.
8. Provide documentation of homelessness in the Travis County area for at least one year, if applicable.
 - a. Certification letter(s) from an emergency shelter for the homeless
 - b. Certification letter(s) from a homeless service provider or outreach worker
 - c. Certification letter(s) from any other health or human service provider
9. Meet the criminal history requirements of our community. Disqualifying criminal history criteria is detailed under the "Applications Are Declined for the Following Reasons" section of this document.
10. Agree to comply with the housing contract as well as the rules and regulations of the Community First Village.

INCOME REQUIREMENTS

- Monthly income from all sources must be sufficient to pay the rental amount for the unit, meaning an income 1.5 times the rental amount (including utilities). Subsidy, if available, will be subtracted from the rent, so that the income calculation is 1.5 times the tenant portion of the rent.
- If receiving entitlements/pensions/rental subsidy, applicant must provide current, updated documentation.
- Summary of Household Income Data form required.
- Resident must agree and consent to the release of personal information regarding income.

INCOME RECERTIFICATION

Your gross income is subject to annual recertification. Failure to meet this requirement may lead to termination of your housing contract.

IMPORTANT: Gross income from all sources is subject to annual recertification.

APPLICATIONS ARE DECLINED FOR THE FOLLOWING REASONS

- Any deliberate falsification in the application or an invalid social security number will result in the automatic rejection of the applicant.
- Submitting an incomplete application.
- Non-qualifying income.
- Applicants with misdemeanor assault records within the past five years may in some limited circumstances be admitted, provided that the applicant successfully attends anger management classes required by Mobile Loaves & Fishes.
- Crimes against persons committed by the applicant within the past twenty-five years, such as: capital murder, murder/manslaughter, kidnapping, child molestation, rape, and crimes of a sexual nature, or arson.
- Any individual who is subject to a registration pursuant to Chapter 62 of the Texas Code of Criminal Procedure or any other state's sex offender registration program.
- A pattern (3 or more instances) of continuing conduct/acts, regardless of type of severity which may interfere with the health, safety, or right to peaceful enjoyment of the premises by others.

GENERAL INFORMATION

1. There is a \$50 non-refundable application fee due with the application. There is a refundable deposit of one month's rent due prior to move-in.
2. One pet is allowed with prior management approval and with a refundable deposit based on the weight of the animal due in advance of move-in date.
3. Security deposit is due prior to move-in. The deposit is refundable within 30 days of move-out if there are no damages to the unit and rent is paid in full.
4. One (1) overnight visitor is allowed per night with prior management approval and a \$5 per night guest fee paid in advance. Overnight visits are limited to no more than three visitors per month and no individual visitor may stay overnight more than three times in any given week, Monday to Sunday.

ACCEPTANCE STATEMENT

Resident Qualifying Criteria may be amended in certain circumstances for participants enrolled in structured supportive housing programs approved by Mobile Loaves & Fishes, Inc.