



Dear Applicant,

Thank you for your interest in becoming a resident of Rising Oaks. Rising Oaks is a 30-unit studio apartment complex designed for young adults age 18-23, who have been in the children's foster care system. Residents of Rising Oaks benefit from transitional housing and support services provided in a safe, welcoming community.

The property is located at 3840 Coolidge Avenue, Oakland, CA 94602.

Before you begin this process, there are some important things you should know.

- **Only COMPLETE applications will be processed.** After completed applications are received, they will then be evaluated. If you have any questions or require any assistance in completing your application, please contact us. **Please Note:** Please reach out to your social worker or probation officer to assist you in completing the application process and obtaining the necessary verifications to meet the eligibility criteria.
- Please do not use white-out on the application.
- If your application is incomplete, you are over-income, or you are otherwise unqualified, we will reject your application. If your application is rejected, you will receive a written notice along with instructions on the appeal process.
- It is your responsibility to **tell us in writing** if your address and/or telephone number changes after submitting your application. If you fail to do so, you will be taken off the list of potential residents.
- Federal regulations require that we annually check each household's income and assets. Management must also regularly inspect apartments to ensure that they are suitable for occupancy.
- Please feel free to call us at **510-482-2244** if you have any questions or need help with filling out the application. Please mail the completed application to:

Rising Oaks Housing Application
Fred Finch Youth Center
3800 Coolidge Avenue
Oakland, CA 94602

Attached is a list of Frequently Asked Questions, and our Applicant Selection Criteria. We look forward to serving your housing needs.





Frequently Asked Questions

How will I find out my status?

All completed applications will be placed on a waitlist (in the order received) to be considered for future vacancies as soon as the application is received and determined to be complete. We will contact you in writing and by phone regarding the status of your application. Please note that it is our policy not to disclose applicants' specific position on the waitlist. If your application is *denied*, you may appeal the decision by requesting and submitting a Grievance and Appeal form which is available from Rising Oaks.

How much is the rent for a studio apartment?

Rent is set at 30% of 20% of the Area Median Income for the City of Oakland. Rent in 2014 for a studio apartment at Rising Oaks is \$311.50 per month. Please note rental rates are subject to change.

What is the income required to qualify for Rising Oaks?

Annual income must not exceed 20% of the Area Median Income for the City of Oakland. The applicable income limit for 2014 is \$12,460.

How can I get help paying my rent?

Current and former foster or probation youth may be eligible for the THP-Plus or THP-Plus-Foster Care program. Rising Oaks staff can help to connect you with these programs. You may also reference the document, "Weighing Your Housing Options", which is posted on our website at <http://www.fredfinch.org/living-rising-oaks/>

How many people can live together in one studio?

The studio apartment is designed to accommodate one person. Rising Oaks may be able to accommodate an applicant with a child under 18 years of age, or to provide a reasonable accommodation to a disabled participant.

How long can I reside at Rising Oaks?

Applicants must be eligible to maintain residence at Rising Oaks for a minimum of 6 months and a maximum of 24 months. The average length of stay for residents is anticipated to be 18 months, during which time residents are able to complete schooling, obtain and maintain employment, and secure permanent housing.

What if I have a disability, and need modifications made to a unit?

Rising Oaks is willing to make reasonable accommodations to rules, policies, practices and procedures where necessary to afford a person with a disability the means to apply for or reside at Rising Oaks. This includes modifying or offering extra support during the application process. Applicants with disabilities will be offered available units whether or not they are accessible, and may decide whether the unit meets the applicants' needs. The applicant may request some modification to the unit as a reasonable accommodation. Applicants who have a need for an accessibility feature of a unit take priority to occupy accessible units over applicants with no need for an accessible unit. Rising Oaks may seek verification that the applicant has a need for the specific features of the accessible unit.

Are pets allowed?

Pets are not allowed except as permitted by law.

Is parking available?

There are no reserved parking spaces on site; there is parking on the north side of Coolidge Avenue as well as on several side streets. It is the resident's responsibility to have guests park on the street or in Rising Oaks-visitor-designated areas to avoid towing. All vehicles improperly parked, abandoned, non-operational or not registered will be towed with prior notice.

I need a place to stay as soon as possible. Is there any way that I can be placed immediately?

Rising Oaks does not have any emergency housing facilities. For housing referrals, we recommend that you call Eden I & R's 3-digit phone number, **2-1-1**. If you are outside Alameda County, the phone number is 888-886-9660. 2-1-1 operated 24 hours a day, 7 days a week with multilingual capabilities.





Applicant Selection Criteria

In order to be eligible to be considered for a unit at Rising Oaks, the applicant must meet all of the following criteria, which is subject to verification.

1. **Former dependent in the children's foster care system:**
2. **Homeless Youth:** Applicant must certify and provide reasonable evidence that he or she qualifies as a homeless youth. Reasonable evidence includes but is not limited to a description and verification of the applicant's previous housing status by a third party.
3. **Special Considerations:** Applicant must meet one of the following criteria: 1) Mental or Physical Disability; 2) Recovery from Physical Abuse; 3) Recovery from Substance Abuse, 4) AIDS or HIV-positive.
4. **Income Eligibility:** Applicant must provide sufficient evidence of income verification in order to confirm that he or she meets the income requirements for residency (not to exceed \$12,460 annually in 2013).
5. **Household Eligibility:** Applicant must provide evidence that he or she is at least 18 years of age and no older than 23. Reasonable evidence includes but is not limited to a birth certificate, government identification card that indicates date of birth, military discharge papers, valid passport, or social security benefits printout.
6. **Rent Paying Habits:** Applicant must be able to pay his or her rent in a timely manner. Current and former foster and probation youth are strongly encouraged to work with their county worker, who can help with fulfilling this requirement. To otherwise determine the applicant's ability to meet this criterion, Rising Oaks will contact the applicant's current and former landlords and places of residence within the last five years. Chronically late rent payments (more than three times in one year), or other legal action initiated against the applicant for debts owed will be grounds for ineligibility for residence at Rising Oaks. *Lack of rental history does not imply a negative or poor rental history.*



7. **Behavior and Conduct:** A history of behavior that constitutes a direct threat to the health or safety of other individuals will disqualify an applicant. Rising Oaks may contact current and former landlords and places of residence within the last five years to request information about the applicant's ability and willingness to live peacefully with neighbors, and refrain from behavior jeopardizing the safety and security of the housing community and neighbors. *Minor lease violations will not be considered to constitute a poor rental history.*
8. **Credit/Eviction History:** The basic pattern of past and present use of credit is taken into account. More than three slow payments, delinquent accounts, judgments, charge-offs, or repossessions will usually disqualify an applicant. Pursuant to our policy of reasonable accommodation, please inform us, in writing, if your credit has been damaged due to a disability, medical debt, or other special circumstances that we should consider. *Lack of credit history does not imply a negative credit history.*