



# RENTAL ASSISTANCE FOR TEACHERS

## ATTENTION TEACHERS!

Facebook is pleased to offer rental assistance for teachers and other community-serving professionals at 777 Hamilton Avenue, an apartment community located in the Belle Haven neighborhood of Menlo Park. Six apartments are currently available to qualifying teacher households or other community-serving professionals for up to two years. Preference will be given to the following group:

**1<sup>st</sup> Tier:** Teachers employed by the Ravenswood City School District or a nonprofit school (including a nonprofit preschool) that is located in the area encompassed by the Ravenswood City School District (which includes the Belle Haven neighborhood of Menlo Park, areas of the City of East Palo Alto and the North Fair Oaks neighborhood of San Mateo County).

To fill reserved units, highest preference will be given to teachers employed at the following schools: Belle Haven Elementary, Cesar Chavez Academy, Ravenswood Child Development Center, Willow Oaks and East Palo Alto Academy.

**2<sup>nd</sup> Tier:** Teachers employed by the Menlo Park City School District, Las Lomitas School District, or teachers employed by Menlo-Atherton High School.

## PROGRAM BENEFITS

Affordable housing is typically defined as a household spending no more than 30% of their income on housing. This pilot program will offer participants the opportunity to live in the brand-new community of 777 Hamilton while paying no more than 30% of their household income on rent.

For example:

- If a household is earning \$50,000 a year, the monthly rent would be equal to \$1,250 per month.
- If a household is earning \$100,000 a year, the monthly rent would be equal to \$2,500 per month.
- If a household is earning \$150,000 a year, the monthly rent would be equal to \$3,750 per month. This rent amount would exceed market-rate rents for a 1-bedroom apartment, so the program would not be beneficial at that income.

APPLICATIONS  
DUE BY  
**August 22<sup>nd</sup>**

Book a Virtual  
Tour of 777  
Hamilton [Here](#)

Visit us online at  
[Hello Housing](#)  
to Apply

## HOW TO APPLY

Please review the eligibility requirements on the following page. If you believe your household may be eligible, please have your household complete an online application and upload legible copies of the supporting documents requested. Incomplete applications may not be considered. Applications must be received by August 22<sup>nd</sup>, 2020.

Questions? Call (415) 863-3036 or email [777hamilton@hellohousing.org](mailto:777hamilton@hellohousing.org)



## ELIGIBILITY

- At least one adult member of the applying household must:
  - Possess a teaching credential or other teaching certificate

**and**

  - Be currently employed full-time (at least 32 hours/week) as a teacher at a school in the Ravenswood City School District or a nonprofit school or nonprofit preschool located within the boundaries of the Ravenswood City School District (which includes the Belle Haven neighborhood of Menlo Park, areas of the City of East Palo Alto and the North Fair Oaks neighborhood of San Mateo County).
- Households must have at least one person per bedroom. One-bedroom apartments require at least one occupant (and no more than three) and two-bedroom apartments require at least two occupants (and no more than five).
- Households may not have more than \$100,000 in liquid assets (not including retirement savings).
- There are no income maximums, however based on the market rent rates and the calculation of affordable rents (defined as 30% of a household's income), households earning \$149,920 are considered able to afford to pay market-rate rent for a one-bedroom and households earning \$180,800 are considered able to afford to pay market-rate rent for the two-bedroom.
- Households comprised of at least two teachers in which one teacher meets the 1<sup>st</sup> Tier category will have the highest priority.
- Households may only submit one application and a person may appear in only one application to the Program.
- EACH adult household member will be required to provide the following documentation:
  - Completed and signed program application
  - Copy of 2019 Federal tax return (or 2018 Federal tax return plus evidence of extension)
  - Copy of most recent W2s
  - Paystubs and/or documentation of other income
  - Three most recent and consecutive pay statements
  - Most recent bank statement for all accounts
  - Salary Employment Letter (Teachers only) *TIP: ask your employer for one right away!*

# APARTMENT FLOOR PLANS

There are four one-bedroom apartments and two two-bedroom apartments currently available.



1 Bedroom



2 Bedroom

\*Plans shown above are representative only. Actual floor plans may differ.



## THE FINE PRINT

- This pilot is in year four of a five-year program. At the end of five years, the rental assistance will conclude and households who want to continue living at 777 Hamilton will be subject to 777 Hamilton's income and credit standards, among other requirements, at the full discretion of the owner or owner's agent. Program participants will be required to sign a disclaimer and acknowledgement at lease signing.
- Your lease will be directly with the owner of 777 Hamilton (Essex Apartment Homes) and all adults in the household must be on the lease. The security deposit is between \$500 and \$600, depending on the unit (amount subject to change).
- Each year, program participants will be required to submit a recertification form, updated income information and verification of employment as a full-time teacher in a priority district or school to Hello Housing.
- If household income increases, rents will be increased to equal 30% of the new household income.
- If household income decreases, rents will only be reduced to 30% of the new household income if there is sufficient program funding remaining.
- If a household member is no longer employed as teacher, but works full-time for a nonprofit located in East Palo Alto or Menlo Park or is engaged in a public safety profession, they will continue to pay reduced rents. Households who no longer meet the program priorities will be given reasonable notice and be allowed to move without penalty in the middle of a lease.
- No relocation assistance will be provided to program participants who move at any time during or after the program.
- Rent does not include utilities, trash service or other fees which may be charged to tenants of 777 Hamilton. You will be responsible for making these payments in full.
- Rent may be increased once a year, however rent increases will not exceed 5% per year.
- If you indicate on your application that you are unwilling to accept a 1-bedroom apartment, this decision cannot be reversed after submittal of your application.
- Adding an adult to your lease during the program period may trigger a new income certification and rent calculation based on 30% of the newly calculated household income.
- Applicants will be sorted by Tier and selected at random by lottery.

## QUESTIONS?

Please call Hello Housing, the nonprofit administrator for this program, at (415) 863-3036 or email [777hamilton@hellohousing.org](mailto:777hamilton@hellohousing.org). Or, visit [www.HelloHousing.org/777Hamilton](http://www.HelloHousing.org/777Hamilton) for additional information and program updates.

## NON-DISCRIMINATION POLICY

Hello Housing does not discriminate against any persons on the grounds of race, color, religion, national origin, ancestry, sex, gender, gender identity, gender expression, sexual orientation, marital status, familial status, source of income, genetic information, medical condition, physical disability or mental disability, or any other category protected by law.

