

**THE COMMUNITY DEVELOPMENT COMMISSION (CDC) OF MENDOCINO COUNTY WILL
BE OPENING THE WAITLIST FOR
PROJECT BASED VOUCHER RENTAL ASSISTANCE FOR UNITS LOCATED AT
ORR CREEK COMMONS
ON MARCH 23, 2021 AT 8:00 A. M.
THIS LIST WILL REMAIN OPEN**

On March 15, 2021 the Community Development Commission (CDC) will close all other waiting lists including the Project Based Voucher Waitlist for Inland 3, 4, & 5 Bedroom units, Coastal 2, 3 & 4 Bedroom units, and Baechtel Creek Village 1 & 2 Bedroom units from March 15, 2021 through April 6, 2021 at which time these lists will open again.

CDC administers the Project Based Voucher rental assistance program for 20 units located at Orr Creek Commons apartments. This complex is a newly constructed, 40-unit development in Ukiah offering both one and two bedroom apartments, some of which offer accessibility features. Orr Creek Commons is located on Brush Street in Ukiah.

PREFERENCES:

CDC will ONLY be accepting applications for the Project Based Voucher Orr Creek Commons waitlist for families who meet the criteria for one of the preferences listed below.

Preferences are determined by the agencies listed below, not CDC. If you receive services from one of the agencies listed, you must contact that agency directly for preference guidelines and to obtain a preference verification letter. **A preference verification letter must be submitted to CDC with the completed application.**

➤ **REDWOOD COMMUNITY SERVICES (RCS) PREFERENCE:**

1. Families who receive eligible services from RCS (contact for RCS listed below).
2. If eligible, RCS will provide the applicant with a preference verification letter which must be attached to the application when submitted to CDC.

If you receive services from Redwood Community Services and believe you may qualify for this preference you should contact **Carmen Harris with RCS at (707) 472-2923** to further inquire.

➤ **HEALTH AND HUMAN SERVICES (HHSA) PREFERENCE:**

1. Families who qualify as a special needs population and are; homeless and eligible for services through the department of Health and Human Services, or families/individuals who are In Home Supportive Service (IHSS) clients being served by IHSS providers and staff.
2. If eligible, HHSA will provide the applicant with a preference verification letter which must be attached to the application when submitted to CDC.

If you receive services from Health and Human Services and believe you may qualify for this preference you should contact **Mary Zigler with HHSA at (707) 463-7900** to further inquire.

INCOME AND ELIGIBILITY CRITERIA:

Eligibility is determined by income for the family size, citizenship status, and criminal history. Households must be at or below the income limits shown.

Family Size	Maximum Annual Income
1	\$ 24,500
2	\$ 28,800
3	\$ 31,500
4	\$ 34,950
5	\$ 37,750
6	\$ 40,550
7	\$ 43,350
8	\$ 46,150

OBTAINING AN APPLICATION:

During COVID 19 and to better protect the community and CDC staff we will be providing applications to the public **one week prior to the waitlist opening date**. Applications will be made available on March 16, 2021 at 8:00 a.m. To obtain an application you can;

- Print the application directly from CDC's website at www.cdchousing.org.
- Request an application be sent to you by contacting CDC at (707) 463-5462 ext. 101 or 1-800-545-5730 or TDD CA Relay 711
- Request an application by emailing CDC at info@cdchousing.org

In Person Pick Up

Applications will be made available to the public on March 16, 2021 at 8:00 a.m., **one week prior to the waitlist opening date**. CDC is not currently open to the public but will provide a clearly marked outdoor application pick up location outside of our office located at;

Community Development Commission
1076 N. State Street Ukiah, Ca 95482

SUBMITTING THE APPLICATION:

APPLICATIONS WILL NOT BE ACCEPTED PRIOR TO THE DATE/TIME THIS WAITLIST OPENS ON **MARCH 23, 2021 AT 8:00 A.M.**

Any applications submitted prior to this date and time will be returned via first class mail

with instructions on how to re-submit the application.

Completed applications must have a preference verification letter attached when they are submitted to CDC. Any applications submitted with out a preference verification letter will be returned via first class mail with instructions on how to re-submit the application.

All applications **MUST** be turned into the Community Development Commission of Mendocino County located at:

1076 N. State Street, Ukiah CA 95482.

CDC's offices are currently closed to the public, but applications can be submitted to CDC by;

- Dropping the application in the drop box located near CDC's front door at 1076 North State Street, Ukiah CA, 95482.
- Mailing the completed application to the address listed directly above.
- Email the completed application to: info@cdchousing.org, or
- Faxing the completed application to (707) 463-4188.

All applications **MUST** be submitted to CDC prior to the date and time the waitlist closes. Applications will be date and time stamped when submitted. The date and time stamped on the application will be the date and time of your application.

CDC's CONTACT INFORMATION:

CDC's offices are currently closed to the public. However, we are working and available. If you have questions regarding this waitlist you may contact us directly at:

(707) 463-5462 ext. 101 or 1-800-545-5730
or TDD CA Relay 711

Orr Creek Commons has additional units within the development that do not have Project Based Voucher rental assistance attached, but may offer affordable rents and/or services. CDC does not manage

these units. If you are interested in other units at Orr Creek Commons, please contact Rebecca at RCHDC directly at (707) 463-1975, extension 141.

Reasonable accommodations will be made for persons with disabilities as



appropriate. The Community Development Commission does business in accordance with Federal and State Fair Housing Laws, and is an Equal Opportunity Housing Authority

