



Steve Beam, Executive Director

How do I qualify for **Income Based Rent** at Chavis Heights?

The Raleigh Housing Authority is committed to providing the highest quality public housing possible. The Housing Authority supports initiatives that reward and support the working families of public housing. For this reason, RHA offers incentive housing, such as our beautiful community, Chavis Heights. Chavis Heights offers income-based rentals in the **One Bedroom Villas**, as well as **Two Bedroom Townhomes**. Handicapped Accessible housing is available.

Chavis Heights is looking for candidates who can say **YES to the following program qualifications:**

- I have a history of meeting my financial obligations, especially my monthly rent.
- I have good landlord references.
- My household members and I do not have a criminal record.
- I have been working 35 hours per week consecutively for the 24 months prior to applying and will maintain employment of no less than 35 hours per week.
- I am handicapped or disabled and in need of a One Bedroom Villa apartment home.
- Does my household income fall below the following guidelines?

2008 INCOME LIMITS

1 PERSON- \$26,200	3 PERSON- \$33,700	5 PERSON- \$40,450
2 PERSON- \$29,950	4 PERSON- \$37,450	6 PERSON- \$43,450

The incentive communities are set-aside for residents who meet the qualifications mentioned above. These program standards placed upon the occupants are higher than for other public housing units in Raleigh. For instance, you must maintain employment of no less than 35 hours per week to remain a tenant in good standing at Chavis Heights. Applications for Public Housing without a work requirement program are accepted at the RHA Administration building located at 900 Haynes Street Raleigh, NC 27611.

Applications are processed in the order in which they are received. Please return completed applications **with ALL required documentation** for income-based housing (see attached list) to Chavis Heights Office 750 Bright Creek Way Raleigh, NC 27601. At this time your application will be placed on our waiting list. Our community is still relatively new; we do not know how long you will be on this Site Based Waiting List.

Thank you for your interest! This is to serve as a brief overview of our program. Should you have any questions please do not hesitate to call our staff at (919) 508-1226.



REQUIRED DOCUMENTS FOR CHAVIS HEIGHTS INCOME BASED RENTAL APPLICATIONS

If you are interested in applying for Income Based Rent, the following documentation must be provided and turned in with your completed and signed application. All household members 18 years and older must sign.

Attach applicable Copies of the Following:

- Sign the attached *Authorization for Release and Consent*
- Birth Certificates** for all household members.
- Marriage/Divorce Certificates** (if applicable)
- Social Security** cards for all household members.
- Landlord reference(s)**
- Verification of **Child Support/Alimony paid out-of-pocket** for someone NOT living in your home.
- Verification of **Daycare Expenses** paid out-of-pocket for children age 12 and younger.
- Verification of **Medical Expenses** paid out-of-pocket for Disabled Head-of-Household.
- Proof of ALL INCOME SOURCES** for the household
- Verification of Employment for the past 2 years**
(preferably from the Payroll Department)
 - Where you worked
 - When you started...and/or...When you stopped
 - How many hours worked per week
 - How much paid per hour

Please Note:

If all of the above verifications are not included when the application is received, the application will be returned and cannot be processed.

