

The Miracles Club is permanent housing for individuals involved in Alcohol and Drug recovery. This allows residents to establish a good rental history, focus on recovery, and maintain stability and self-sufficiency. The Miracles Club is drug and alcohol free housing as defined under Oregon's landlord-tenant laws.

Be advised:

- Incomplete, inaccurate, or falsified information will be grounds for denial, or termination of tenancy if discovered after the tenancy commences.
- Any individual whose tenancy may constitute a direct threat to the health or safety of other individuals or result in substantial physical damage to the property of others will be declined.

Occupancy:

Occupancy is based on the number of bedrooms in the apartment. Two persons are allowed per bedroom, plus one additional occupant.

Application Process:

- Once the application is completed, and the applicant is at the top of the waiting list, a \$40 screening fee must be paid to process the application. Applications generally take 5-7 days to process.
- The application process will include a Urine Analysis to be completed prior to approval of the application.
- All verification forms including income verification, employment verification, asset verification and recovery verification must be completed by qualified third parties before your application can be approved.

Waiting List Process:

- During the initial lease-up period, a waiting list will be organized for each apartment size and eligible applicants will be placed on the waiting list chronologically by date application is received. Waiting lists will be kept open continuously.
- When an apartment becomes available, the next application on the waiting list will be screened and information verified. If you are contacted and choose not to accept the apartment at that time, you will be removed from the waiting list. You may re-apply to be placed back on the waiting list if you are still interested.
- Application fees will be due at the time the application is processed, not when the applicant is placed on the waiting list.

General Requirements:

- To initiate the application process, two forms of identification will be required. These are: picture identification plus another form of positive identification. Acceptable forms of picture identification include: a valid state-issued driver's license, identification card or passport. Acceptable forms of positive identification (other than picture ID) include: an Individual Tax Payer Identification Number (ITIN), valid Social Security number, visa or legal alien documentation. Copies of identification may be required. Information from such identification will be required to appear on the application and will be used to complete the screening process.
- Applicants must be at least 18 years of age, or of legal contract age.
- Applicants must meet income eligibility standards designated by LIHTC requirements. Of the 40 apartment homes available, 6 will be available to applicants whose incomes are at 30% or below of the area median income, and 34 will be available to applicants whose incomes are at 50% of the area median income.

The 2010 maximum annual income limits for households meeting the 50% restriction are as follows:

1 person: \$24,950	2 person: \$28,500	3 person: \$32,050	4 person: \$35,600
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- Households comprised of entirely full-time students are not eligible for tax credit apartments with the exception of the following:
 - At least one adult in the unit is married, and they have filed a joint federal tax return the previous year.

- o The household consists of one single parent and at least one child, neither of who is listed as a dependent on another person's most recent tax return.
- o A household member is a recipient of AFDC or temporary assistance for needy families (TANF).
- o A household member is a participant in a federal, state, or local job training program comparable to those funded by the Job Training Partnership Act.
- Applicant must demonstrate they have been clean and sober for the last 12 months.
- Applicant must be referred by counselor involved directly in Alcohol and/or Drug treatment or by a case manager working closely with the client, and must demonstrate they have been actively involved in a treatment program for the past 6 months.
- A conviction, guilty or non-contest plea or pending charges for any Felony ever involving sex crimes or child sex crimes shall be grounds for denial.
- A conviction, guilty plea or non-contest plea for any Felony involving serious injury or death in the last 10 years shall be grounds for denial.
- Applicant must be willing to make the commitment of at least a year's lease.
- Verifiable employment income is required, such as a paycheck stub that demonstrates the applicant has income equal to at least twice the rent amount.
- An applicant will be denied if they have an eviction (that has not been dismissed) in the last year.
- Applicants and all co-signers must provide government issued photo identification.

Rejection Policy:

You have the right to dispute the accuracy of the information provided to the landlord by a screening service. If your application is denied due to information received during the screening process you may:

- Contact the screening company in writing to obtain a copy of your screening results.

If your application has been denied and you feel that you qualify as a resident under the criteria outlined above, you may appeal the decision by writing to:

Guardian Management, LLC
Equal Housing Opportunity Manager
PO Box 5668 Portland, OR 97228

Within the letter explain the reason you believe your application should be approved and request a review of your file. Within 7 working days of receipt, your application will be reviewed and you will be notified in writing of the outcome of the review.