



Opportunity Drawing Notification – Index 510
City of San Luis Obispo
Program Type: Rental Housing
Development: 207 Higuera

Property Information:

San Luis Obispo, Ca 93401

OD	Address	Unit #	Bedroom(s) / Bathroom(s)	Approx. Square Footage	Floor Level	Monthly Rent*	Holding Deposit	Total Security Deposit
510	207 Higuera Street	201	1 Bedroom, 1 Bath	450	2 nd	\$956	\$0	\$3000

*The rent amount can change when the annual income limits and utility allowance schedules are updated on an annual basis.

Occupancy Standards:

Occupancy Standards	Minimum Occupancy (Number of people)	Maximum Occupancy (Number of people)
One Bedroom	1	3

Maximum Income Limit: 50% Very Low AMI. Please see the chart below for additional details.

Source: City of San Luis Obispo 2023 [HCD Income Limits 2023](#) Effective 7/1/2023, updated annually.

Income Category	Percentage %	Household Size 1	Household Size 2	Household Size 3
Very Low	50%	\$40,550	\$46,350	\$52,150

Minimum Gross Annual Income: \$28,680 (2.5 times the rent x 12 months) *The dollar amount may be different if using a housing voucher.

Parking Spaces Assigned to This Unit: Yes, 1 space.

Guest Parking: Yes

Elevator: No

Renters Insurance: Yes, \$100,000 coverage

Is Section 8 accepted or other housing assistance programs accepted? Yes

Utilities included with the rent: Trash and high-speed internet.

Utilities that need to be paid by the Tenant separately: Electric, water, sewer, cable, phone, etc.

Washer and Dryer: A community laundry room is available.

Other amenities: None

Household and Income Restrictions: These BMR Units have household and income restrictions. Applicants must meet the landlord's/property manager criteria and all the BMR program eligibility and qualification requirements before moving into a BMR rental unit. There will be an annual compliance certification each year to confirm continued program eligibility and qualification. During the annual compliance certification, the tenant/household will have to resubmit a complete application, income, asset documentation, and other information in a timely manner. HouseKeys and the landlord will determine if the household still qualifies for the program. If the household exceeds the income limits and no longer qualifies for the program, a notice to vacate the unit will be issued by the Property Manager/Landlord.

Application Fee for credit and background: \$30 PER adult household member - Fees are NOT refundable.

Open House: Yes, currently showing the unit

Guarantors: Yes

Property Manager's/Leasing Agent Contact Information:

1st Point of Contact: Scott Stokes - scott@dwellslo.com (805) 801-1259

Important Dates and Deadlines

Opportunity Drawing Index #	Deadline to Enter Drawing	(Approx.) Date Drawing Results Published	File Submission Deadline
510	08/07/2023 by 5:00 pm	08/09/2023	This date will be set by the Property Management Staff

Opened to the public to enter the drawing: 07/28/2023

Drawing Entry Deadline: by 08/07/2023 by 5:00 PM – Enter the drawing by logging into your account at myhousekeys.com. If you don't have an account, you can create one and apply for an Application ID for the City of San Luis Obispo Rental Program to view and enter the drawings. Do not create multiple accounts.

Opportunity Drawing Method:

Drawing Entries received by 08/07/2023 by 5:00 PM will be ranked according to a random drawing and the City Preference Criteria. City Preferences and Initial Ranking Numbers will be used to determine the final order (Final Ranking) in which applicants will have the opportunity to apply for the apartment rental. All households may apply.

File Submission Deadline:

- The file submission deadline with instructions will be set by **207 Higuera's** Property Management Staff.
- They will start contacting households starting **08/09/2023** the earliest.
- You will not submit a file to HouseKeys. You will submit it to **207 Higuera's** Staff upon their request.
- Entering the drawing and submitting a file are two separate processes applicants must complete.

Note: Applicants must enter the drawing AND submit a complete application file (application forms and supporting documents) to be considered.

City Preferences/Priorities: Click [HERE](#) (This form will need to be submitted with your file.)

The results will be posted at <https://www.housekeys19.com/207-higuera-st-unit-201> approximately by: **08/09/2023**

Application Process

Part 1 of the Application Process:

- Review all the information and follow the instructions found on the websites and this notice
- All those that will be listed on the lease (responsible for paying the rent) must complete the **orientation** (to register, click [HERE](#)) and pass the [quiz](#).
- **BEFORE you enter the drawing:** Please ensure that your household profile at www.myhousekeys.com is complete and updated. Double-check that your income and household size are accurate; otherwise, it will impact your eligibility.
- **Enter opportunity drawing** at www.myhousekeys.com
- While you wait for the ranking results, please click [HERE](#) to access, complete, and gather the **program application forms, exhibits, and document checklists and upload them.**
- **A complete file must be received by Housekeys by the File Submission Deadline.** This is an official file request and it's a separate task from entering the drawing. Prepare your application forms and supporting documents and upload/submit your **COMPLETE File to the File Cabinet by the File Submission Deadline** previously mentioned. If you have problems downloading the forms, please contact customerservice@housekeys.org immediately. Toll-Free Line: 1-877-460-KEYS (5397). **File Submission options are listed on this form.**

PART 2 BELOW STARTS AFTER THE DRAWING

Part 2 of the Application Process:

- The Property Manager at **207 Higuera** will start contacting the applicants based on the top-ranking numbers first and move down the list until an eligible tenant is identified.
- **Deadline to submit a complete application file:** When and if you are contacted by the property management staff, they will provide you with a file submission deadline and instructions on when and where to submit all the documentation. **This is an additional step to entering the drawing.**

- You will need to complete the tenant screening for all the adult members of your household (credit, background, etc.) by the Property Manager/Leasing agent.
- **You will be skipped if you do not submit a complete file by the “file submission deadline” set by 207 Higuera Staff.**
- **The information on all the forms and the documentation must be current as indicated on the Program Document checklists for this specific opportunity and dated 15-30 days of the file submission deadline.**
- **If you are not ready or your file is incomplete, your file will be closed and the next drawing entry with a complete file on the list will be reviewed.**
- Applicants must pass the property’s tenant screening and pass the eligibility criteria for the Agency’s Rental Program.

This form is a summary of the process and does not contain all the steps or qualification criteria.

Websites You Need to Know

Below is a table that lists the location of information per website

http://www.housekeys19.com/ https://www.housekeys19.com/207-higuera-st-unit-201	https://www.myhousekeys.com/
Information Listed on Website Above	Information Listed on Website Above
Orientation and FAQ Session Registration	Register to open an account, obtain a password, reset password <ul style="list-style-type: none"> • Please do not use multiple emails to set up more than one account, you may be disqualified
Property Pictures and Amenities (if available, find them under the rental opportunities tab)	Complete and update your Household Profile (add members, income, household size, etc.)
Application Forms and Document Checklist are needed for your File. These forms are separate from completing your MyHouseKeys profiles. Please print, fill out and submit by the deadline	Obtain an Application ID to enter Drawings (unless you already have one)
Guidelines and Process	View Opportunities and Property Information
Ranking Results (look under the rental opportunities tab)	Enter Drawings
Quiz (if online orientation is an option)	Opt-Out of Drawings
Announcements and deadlines	Submit your complete file to “FILE Cabinet”
Opportunity Drawing Notice	Announcements and deadlines
Other information	Other Information

Questions: customerservice@housekeys.org Toll-Free Line: 1-877-460-KEYS (5397)

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Date Drawing Opportunity Notification was published: 07/28/2023