

# eliminating racism

# empowering women

## ywca contra costa/sacramento

1320 Arnold Drive Suite 170  
Martinez, CA 94553

P: (925) 372-4213 F: (925) 372-4216

1122 17<sup>th</sup> Street

Sacramento, CA 95811

P: (916) 264-8066 F: (916) 264-8077

## YWCA of Contra Costa/Sacramento Housing Program

### Information

The YWCA of Contra Costa/Sacramento is a single-room occupancy facility that accommodates low-income single women only. No children, pets or overnight guests are allowed. To be considered for residency at the YWCA, your annual total income must meet low-income guidelines.

**Amenities:** Each room is furnished with a twin bed, dresser, sink, light, closet, ceiling fan, and window. There are shared communal bathrooms on each floor and one private bathroom. There is a shared kitchen with shared refrigerators, a stove, table and chairs, and individual food storage lockers on the 2<sup>nd</sup> floor. The shared living room with a TV, VCR, sofas, ironing board and iron is on the 3<sup>rd</sup> floor and another area for rest and relaxation is located on the 2<sup>nd</sup> floor. A coin-operated washer and dryer are located on the 3<sup>rd</sup> floor and a pay phone is available on the 2<sup>nd</sup> floor. There is an enclosed courtyard with a garden for relaxation and a smoking area for smokers.

**Utilities:** Water, garbage, gas and electricity are included in your rent. You may have a phone in your room, but you must contact AT & T to arrange and pay for it yourself.

<b>Rates:</b>	Monthly Rent	\$298.00
	(1 <sup>st</sup> month is prorated based on your move-in date)	
	Security Deposit	\$298.00
	Key Deposit	<u>\$25.00</u>
	<b>Total Deposit</b>	<b>\$323.00</b>

### How to Apply?

**Step 1: Fill out the Occupancy Application.** Upon completion of your application, your name will be placed on the waiting list. Since this is a long-term transitional living facility, it is impossible for us to know how long it will be before your name comes to the top of the list. Periodically, you will be called or sent a notice to see if you are still interested in remaining on the list. If we don't hear from you after contacting you, we will assume you are no longer interested in remaining on the list and your name will be removed.

**Step 2:** When your name comes up, we will contact you and have you **pay the \$15.00 credit check fee.** We are looking for evictions, not your credit rating. You will also be required to sign a Release of Information for income verification. You will be required to show proof of income so keep your pay stubs or your receipts from disability.

**Step 3:** Once your application is approved, you will **return with the total deposit and prorated rent (as figured by the Residential Property Manager) and receive your keys.**

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## OCCUPANCY APPLICATION

Name (First, Middle and Last):		
Current Address:		
City:	State:	ZIP:
Phone # or message phone: <i>(REQUIRED for application to be processed)</i>		
Date of Birth:	SSN:	DL or ID# and State:
Current Landlord Name:		
Current Landlord Address & Phone #:		

## INCOME SOURCES

Current Employer:			
Employer Address:			How Long?
Phone:	Fax: <i>(REQUIRED)</i>	Supervisor:	
Position:	Monthly Salary:	Full-time	Part-time
		Temp	Long-term
Other Income Amount:	Source:	Frequency:	

## CREDIT & REFERENCE INFORMATION

Bank Name:	Account #:	Balance:
Have you ever been served an eviction notice?		

**Please list two references. (Name, Agency, Phone Number and Address)**

1)
2)

## EMERGENCY CONTACT - REQUIRED

Name:	Phone:	
Address:		
City:	State:	ZIP:

## ASSETS

Description of Asset	Value	Total

## RENTAL SUBSIDY

Do you have a Section 8 certificate or other rental subsidy?	YES	NO
If YES, explain:		
To the best of my knowledge and belief, I certify that the foregoing information is true, complete and correct. I understand that inquiries may be made to verify the information on this form and that false statements or omissions are grounds for disqualification and/or prosecution under the full extent of applicable California law.		

Signature of Applicant:	Date:
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## Questionnaire

1. Why do you wish to live at the YWCA?
2. How do you feel about living in a communal residence and sharing bathroom, kitchen and lounge areas?
3. How would you handle a difficult neighbor?
4. How do you feel about living in a culturally diverse facility?
5. How long do you plan to live at the YWCA?
6. What are your life goals?
7. Are you aware that our rent is \$298.00 a month and that there is a \$25.00 fee for all rents received after the 5<sup>th</sup> of the month?
8. Do you require any special assistance?
9. What activities do you enjoy doing?
10. Are you interested in serving on the Advisory Committee that helps select activities for residents to participate in?