

# Plaza Ortiz Veteran Apartments

## 10950 Railroad Street

### City of El Monte 91731



**Case Managers/Homeless Provider/Applicants –**

## Supportive Housing for Homeless Veterans

For general information (through May 2022), call 800-746-6597 (dial 7-1-1 for relay services). Beginning June 2022, property associates can be contacted directly at 626-686-3535 (dial 7-1-1- for relay services).

The community will consist of twenty-seven (27) affordable housing units: twenty-three (23) one-bedroom and four (4) two-bedroom apartments. All twenty-seven (27) units are designated for homeless Veterans (VASH eligible) living with mental illness and, depending on specific unit availability, earning below 50% (low-income) or 30% (extremely low-income) of the County of Los Angeles Area Median Income (AMI). Applications will be available as of 4/1/22.

**\*Accessible units are available for households needing the features of those units.**

**Applicants will be referred by the Department of Veterans Affairs (VA) through the Coordinated Entry System (CES). Rents for these units will be subsidized by the Los Angeles County Development Authority (LACDA) through the Veteran Affairs Supportive Housing (VASH) program.**

### UNIT MIX INCLUDING INCOME RESTRICTIONS (Subject to change):

Unit Size	% of AMI	# of Units	Min Occupancy	Max Occupancy
1 Bdrm	30%	12	1	2
1 Bdrm	50%	11	1	2
2 Bdrm	30%	1	2	4
2 Bdrm	50%	3	2	4

Household Size	50% AMI Maximum Income	30% AMI Maximum Income
1	41,700	25,020
2	47,605	28,590
3	53,600	32,160
4	59,550	35,730
5	64,350	38,610

Income is restricted in accordance with the Low-Income Housing Tax Credit (LIHTC) program and other regulatory agreements. Income limits are subject to change.

As required by the California Tax Credit Allocation Committee (CTCAC) and other funding agencies, mobility/hearing/site impaired households will have priority for five (5) units designed for the mobility impaired and two (2) units designed for the hearing/sight-impaired.



EQUAL HOUSING OPPORTUNITY  
Telephone Device for the Deaf: (888) 877-5379 or California Relay Service (711)



**HOW TO APPLY**

Coordinated Entry System (CES) is a system of care for households experiencing homelessness that matches homeless individuals and families to housing and non-housing resources (such as medical supports) based on individual needs. The VA and Hyder Property Management will refer applicants through the CES system. To find an Access Center, please visit: <https://www.lahsa.org/documents?id=2760-ces-access-point-directory.pdf> or visit the following locations:

<p><b><u>San Gabriel Valley:</u></b> Volunteers of America 4501 Santa Anita Ave El Monte, CA 91731 Mon-Fri: 8:30am-4:30pm (626) 442-4357</p>	<p><b><u>Union Station:</u></b> Mon-Fri:8:00am-5:00pm fscreferral@unionstationhs.org (626) 337-0140</p>	<p><b><u>San Fernando Valley:</u></b> San Fernando Valley Community Mental Health Center 14660 Oxnard St Van Nuys, CA 91411</p>	<p><b><u>San Gabriel Valley:</u></b> Union Station Homeless Services Adult Center 412 S Raymond Avenue Pasadena, CA 91105 (626) 240-4550</p>
<p><b><u>Pomona:</u></b> Volunteers of America 2040 N. Geary Ave Pomona, CA 91767 Mon-Fri: 8:30am-5:30pm (909) 766-1845</p>	<p><b><u>San Gabriel Valley:</u></b> Eastern Region-Pomona Homeless Outreach 2040 N. Garey Ave Pomona, CA 91767 (909) 593-4796</p>	<p><b><u>Metro LA:</u></b> Volunteers of America 628 San Julian Street Los Angeles, CA 90014 (213) 624-4357</p>	<p><b><u>Metro LA:</u></b> Blesses Sacrament 6636 Selma Avenue Los Angeles, CA 90028 (323) 462-6311</p>
<p><b><u>Metro LA:</u></b> Exodus Recovery 1920 Marengo Street Los Angeles, CA 90033 (323) 221-2591</p>	<p><b><u>Metro LA:</u></b> Homeless Healthcare LA 2330 Beverly Blvd Los Angeles, CA 90057 (213) 744-0724</p>	<p><b><u>Metro LA:</u></b> Downtown Women's Center 442 S San Pedro St Los Angeles, CA 90013 (213) 680-0600</p>	<p><b><u>West LA:</u></b> Annenberg Access Center 503 Olympic Blvd Santa Monica, CA 90401 (310) 450-4050</p>
<p><b><u>West LA:</u></b> St. Joseph Homeless Ctr 404 Lincoln Blvd Los Angeles, CA 90291</p>	<p><b><u>West LA:</u></b> VA Greater Los Angeles Healthcare System 11301 Wilshire Blvd #402 Los Angeles, CA 90073 (310) 478-3711</p>	<p><b><u>East &amp; South LA:</u></b> Whittier First Day 12426 Whittier Blvd Whittier, CA 90602 (562) 945-4304</p>	<p><b><u>East &amp; South LA:</u></b> Our Housing Place Solutions 16429 Bellflower Blvd Bellflower, CA 90706 (562) 804-2189</p>
<p><b><u>East &amp; South LA:</u></b> Long Beach Multi Svc Ctr 1301 W 12<sup>th</sup> Street Long Beach, CA 90813</p>	<p><b><u>South Bay:</u></b> Harbor Interfaith Services 670 W 9<sup>th</sup> Street San Pedro, CA 90731 (310) 831-0603</p>	<p><b><u>South Bay:</u></b> St. Margaret's Center 10217 Inglewood Ave Inglewood, CA 90304 (310) 672-2208</p>	<p><b><u>South Bay:</u></b> Mental Health America 456 Elm Avenue Long Beach, CA 90802 (562) 437-6717</p>
<p><b><u>Antelope Valley:</u></b> Diane Grooms AV Homeless Coalition dvgrooms@gmail.com</p>	<p><b><u>South Region:</u></b> Cities: Compton, Florence, Rosewood, Willowbrook</p> <p><b>Watts Labor Community Action Committee (WLCAC)</b> 958 E. 108<sup>th</sup> St. Los Angeles, CA 90059 (323) 563-4721</p>	<p><b><u>North Region:</u></b> Cities: Crenshaw, West Adams</p> <p><b>Homeless Outreach Program Integrated Care System (HOPICS)</b> 5715 S. Broadway Los Angeles, CA 90037 (323) 948-0444 x 131</p>	<p><b><u>South East/West:</u></b> Cities: Lynwood, Paramount, Windsor Hills</p> <p><b>Southern California Health and Rehabilitation Program (SCHARP)</b> 2620 Industry Way, Suite C Lynwood, CA 90262 (310) 537-9780</p>



## **DEFINITIONS**

Applicants for Supportive Housing units must be determined eligible by meeting the definition of the target population for the specific program (i.e., Veteran, homeless, chronically homeless, mental illness).

Veteran is identified as "any person who served in active military, naval, or air(s) service of the United States, or as a member of the National Guard who was called to and released from active duty or active service, for a period of not less than 90 consecutive days or was discharged from the service due to a service-connected disability within that 90-day period. This includes all Veterans regardless of discharge.

Chronically Homeless is defined as:

- (1) An individual or family (i) Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and (ii) Has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least one year or on at least four separate occasions in the last 3 years; and (iii) Can be diagnosed with one or more of the following conditions: substance use disorder, serious mental illness, developmental disability ( as defined in Section 102 of the Developmental Disabilities Assistance Bill of Rights Act of 2000 (42 U.S.C. 15002))), post-traumatic stress disorder, cognitive impairments resulting from brain injury, or chronic physical illness or disability;
- (2) An individual who has been residing in an institutional care facility, including jail, substance abuse or mental health treatment facility, hospital, or other similar facilities, for fewer than 90 days and met all of the criteria in paragraph (1) of this definition, before entering that facility; or
- (3) A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all the criteria in paragraph (1) of this definition, including a family whose composition has fluctuated while the head of household has been homeless

Homeless with a Disability means the same as "Chronically Homeless," excluding the requirement of having been homeless for a defined period of time.

**Households comprised of ALL full-time student members do not qualify unless exempted by Section 42 of the Internal Revenue Code. Our complete Resident Selection Criteria is available at the Rental Office upon request.**



## **PLAZA ORTIZ VETERAN APARTMENTS** **APPLICATION PROCESS**

Although applications are processed in the order submitted to Hyder Property Management, apartments will be offered on a First-Qualified, First-Offered basis.

### **Application**

Applications will first be reviewed by the Department of Veteran Affairs (VA) and/or Department of Mental Health to determine if the applicant meets the programmatic requirements, including homelessness, Veteran status, and mental health. If the applicant meets the specific requirements of the program, they will be referred to Hyder Property Management. Hyder will schedule an interview to further review the application and documents for eligibility.

### **Interview**

Applicants should arrive to the interview with all requested and applicable documents in the list below. Hyder will confirm the information supplied on the application and answer questions. This interview normally takes approximately 45 minutes. All persons who will be living in the apartment, irrespective of their age, must participate in this interview. Hyder will verify criminal background, rental history, and all sources of income and assets.

### **Apartment Offer**

When all documents have been received, verified, and approved, qualified applicants will be invited back to view the apartment that has been selected for them. Applicants will only receive one offer of an apartment. If the applicant declines the apartment, they will be considered to have withdrawn the application unless mitigating circumstances.

### **12 Month Lease Term**

Leases will be for a minimum term of one year.

### **Pet Policy**

Residents will be permitted to maintain one (1) pet. Prior to accepting a pet for residency, the resident and the Owner/ Agent must enter into a "Pet Agreement." The resident must provide proof of the pet's good health and suitability under the "Basic Guidelines" criteria. Proof of licensing and vaccination is required annually for cats and dogs. Proof of spay or neutering is required. A pet deposit is not collected for the approved pet.

### **Parking**

There are a limited number of resident spaces at Plaza Ortiz Veteran Apartments. Parking is restricted to cars owned by residents. All cars must be registered in the resident's name; residents must provide proof of current auto insurance and must provide a valid driver's license. All cars must be for personal use only, be in working order, and be maintained in a safe condition at all times. Vehicles not in compliance will be towed at the owner's expense. No exceptions. Accessible spaces are available.

### **What if I need changes in the way I communicate with you as a result of a disability?**

If, as a result of a disability, you need changes in the way we communicate with you, please contact us at (800) 746-6597 or tell a representative of Hyder Property Management Company.



## INTERVIEW CHECKLIST

**\*\*DO NOT SUBMIT THIS INFORMATION WITH YOUR APPLICATION. THIS IS ONLY REQUIRED AT THE TIME OF INTERVIEW.\*\***

If you choose to apply and we contact you for an interview, you will be required to provide the following information if they apply to you:

### For household members 18 and older:

- **Valid state or national picture ID (i.e., Driver's License, Passport, etc.).**
- **Employment:** Copies of the first pay-stub for the current calendar year and the most current 3 months of consecutive pay-stubs (7 stubs if paid bi-weekly; 6 stubs if paid semi-monthly; 13 stubs if paid weekly) or equivalent proof of other income. A copy of the most recent IRS tax return is required for cash-paid employment.
- **Unemployment Insurance:** Printout of statement or copy of last letter showing current monthly benefit.
- **Self-Employment:** Copy of last year's IRS Tax Return, including Schedule C and list of current or most recent clients.
- **GR/AFDC/TANF:** Printout of benefits paid in the last 12 months or last Notice of Action letter (dated within 120 days)
- **Pensions & Annuities:** Copy of the most current statement
- **Real Estate:** Copy of the most recent mortgage statement & other relevant owner information.
- **Student:** Name and Address of school & copy of the unofficial class transcript.
- **Veteran Status:** Copy of DD-214

### For all household members of any age:

- **Social Security Cards and Birth Certificates (for all members)**
- **SSI or SSA/Disability:** Printout of the benefit letter (the date on the letter needs to be within 120 days prior to move-in).
- **Bank accounts and Assets:** Copies of the 6 most recent bank statements for checking accounts; 2 most recent bank statements for savings accounts. (For electronic pay cards: printout or receipt with current balance and copy of the pay card)
- **Child Support/Alimony:** Current notice from D.A. Office, a court order, or a letter from the provider with copies of the last 2 checks.
- **Financial Assistance:** This is regular gifts or payments from anyone outside of the household (includes anyone paying your bills). We will require a notarized written letter from the person providing assistance stating the amount and length of assistance and bank/asset statements showing funds equaling 18 times the monthly assistance.
- **Other:** Documentation for regular pay as a member of the Armed Forces, severance payments, settlements, lottery winnings or inheritances, death benefits or life insurance dividends, trust benefits, or any other source of income not listed.



## **Plaza Ortiz Veterans Apartments**

### **Pet Policy**

This property is a pet friendly property. APPROVAL: Prior to accepting a pet for Residency in this project, the pet owner and the project Owner/Agent must enter into a "PET AGREEMENT" (Exhibit A). In addition, the pet owner must provide to the project Owner/Agent and/or his/her agent proof of the pet's good health and suitability under "Basic Guidelines" in criteria. In addition, for the case of dogs and cats, proof must be given, and renewed annually, of the animal's licensing and vaccination record together with proof of spaying or neutering. Residents must post a refundable pet deposit of \$0 for one (1) pet. Pet deposits must be paid in full before any pet is allowed on the premises.