



Motel to Housing Program Application

Saint Joseph Community Land Trust (SJCLT) provides qualifying families, with school age children living in motels or other substandard housing, with an interest free loan of up to \$1800. Loan recipients are required to repay this loan within 36 months. Those who apply must indicate what additional agencies, if any, have been contacted for housing support and the outcome.

If you are living in a motel or substandard housing, please fill out the application below to see if you may qualify for our Motel to Housing Program. Check all that apply (Note: These are standard qualifying conditions; however, exceptions may be granted for good cause at the discretion of SJCLT)

- I/We have been a continuous resident of the Lake Tahoe Basin for at least 12 months and can provide verification of continuous income for the last 6 months.
- I/We are a household that includes at least one child from 3 to 18 years of age.
- I/We are currently living in a motel or other substandard housing.
- I/We have found safe and decent housing. An interest free loan from SJCLT, of up to \$1800 to cover security deposit and one month of rent, is needed to make the move.

The new housing must be legally established with adequate parking, contain appropriate living space to accommodate all residents, contain a full kitchen, hot and cold running water, indoor bathing and toilet facilities, electricity and natural gas, oil, or electric heating (wood heating alone is not acceptable). Residences without sufficient winter insulation are not acceptable.

- I/We have steady and reliable income and a reasonable household budget sufficient to cover repayment of the loan, rent, other housing costs, and other necessary expenses.
- I/We have the ability and the desire to fully repay the SJCLT loan so that other families may benefit.
- Attached are references from prior landlords/property managers.
- I/We have not received any other loans from SJCLT.
- I/We understand that if awarded a loan, SJCLT will make the payment directly to the property owner or property manager.



Motel to Housing Program Application

1. Date _____
2. Full Name _____ 3. Phone Number _____
4. Name and Ages of those living in household:
Name _____ Age _____
Name _____ Age _____
Name _____ Age _____
Name _____ Age _____
5. Current Address:

6. Have you lived at this address the last 6 months? Yes No If your answer is 'No', please list all your past addresses for the last 6 months:

7. What is your source of Income? Employment SSDI/SSI Unemployment
Other _____
8. When are you paid? Weekly Bi-Weekly Monthly Other

9. Total monthly Income after taxes \$ _____
10. Name of Employer if employed

11. Employer Email and Phone Numbers:
Email _____ Phone _____
12. Please attach references from prior Landlords/Property Managers to your application.
13. Have you found available & safe housing that an interest free loan from SJCLT, up to \$1800 to cover security deposit and 1st months' rent, will enable you to move into?
Yes No
14. If you answered 'Yes' to the above question, what is the address?



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15. Name and Contact information for potential rental property owner/manager

16. Total Monthly Rent \$ _____ 17. Security Deposit Amount \$ _____

18. Have you received any prior loans from SJCLT? Yes No

19 Do you have the ability and desire to fully repay the SJCLT loan so that other families may benefit from this program? Yes No

I Verify all information provided is accurate and understand that any false information will disqualify this application from consideration:

Applicant Signature _____ Date _____

Please fill out this application completely. Please provide documentation to verify current income and expenses along with a \$25 application fee that will be applied to your final payment.

We are attaching a budget sheet that you need to fill out completely. We ask that you review your budget with one of our staff members to ensure you will have adequate income to sustain permanent housing in the future.

If you meet the criteria, a staff member from SJCLT will view the property to make sure it is in accordance with our policies.

A check will be written directly to the Landlord/Property manager for Security Deposit and/or first month's Rent.

If you have any questions, please call 530-541-8930 or email charlotte@saintjosephclt.org