

Security Deposit Assistance Program

Program Overview

The Security Deposit Assistance Program is available through the Angels of Grace Homeless Prevention Program (AOG HPP) sponsored by the Angels of Grace Foster Family Agency (AOG FFA). Through this particular program, interested *participant* will receive a certain percentage of funds (depending upon income) to help on security deposits to move into a rental property. The Security Deposit Assistance Program is a voluntary program; however, *participants* are expected to follow all rules of AOG HPP. If a *participant* fails to follow the rules, they are eligible for grounds of termination from the Security Deposit Assistance Program. Applicants may also apply for other programs if necessary such as the “AOG HPP Short-Term Rental Assistance (0-3 months), AOG HPP Medium-Term Rental Assistance (4-18), Move-in Assistance, Utility Deposit/Payment Assistance, Credit Repair Assistance.”

AOG HPP will never receive the money to pay the security deposit; AOG HPP will pay the rental property manager directly. The *participant* must provide the following:

- A written request from the rental property of the total deposit required with the signature of the rental property manager to participate in the Security Deposit Assistance Program.
- If the first and/or last month rent are required for move-in, the *participant* may also apply for our Move-In Assistance Program in conjunction with the Security Deposit Assistance Program.
- The applicant must have the rental property manager to complete their section in the Security Deposit Program Application and provide proper documentation of total needed funds along with the signature of the rental property manager signifying when the final payment amount is due to secure the property for the *participant*.
- An AOG HPP representative, upon income verification through the certification process, AOG HPP will provide the *participant* with a “Security Deposit Assistance Program Application,” in which they must provide to the rental property manager for verification of the requested amount.
- The necessary information for payment submission to the rental property.

Security Deposit May Not be Used For

- Deposits of special amenities, such as pets, waterbed, telephone, or cable television, additional deposits requested by the rental property manager due to applicant’s poor credit or rental history.

Eligibility Criteria

- *Participants* must complete the Security Deposit Assistance Program application, Income Verification form for certification; attend the AOG HPP orientation, and intake process.
- *Participant* must be a between the age of 18-24 with or without children. AOG HPP is seeking to help females in the prearranged living facility with or without children, however, may assist others in outsourced facilities. For more information, please call AOG HPP at (559) 268-0000 to speak to a representative or email us at hprpinformation@gmail.com
- The Security Deposit Assistance Program is an income-based program, thus the participant must be certified to participate in the program. To do so, the *participant* will be required to complete an income verification form for all family members over the age of 18 residing. Upon the certification process, *Participants* are required to provide AOG HPP with the following documents for final approval:

- Birth certificates of all persons living in the household,
- Social security cards of all person living in the household,
- Check stubs for the last 2 months for income verification,
- Proof of the requested amount from the rental property manager,
- If the *participant* has a checking and savings, bank statements for the last 2 months,
- If the participant receives food stamps, TANF, or any other type of public assistance, the *participant* is required to provide AOG HPP with copies of the these documents. If receiving Section 8 or Public Low-Income Housing, the *participant* must provide authorization from the Housing Authority Representative of approval to participate in the AOG HPP program for other financial assistance.

Please note, failing to provide all required documentation on a timely basis may cause a delay in the application process, which can result in ineligibility of Security Deposit Assistance Program and/or denial of the application.

- *Participants* seeking to apply for the Security Deposit Assistance Program must be very low-income at 50% rate is \$19,550 for 1 person to \$36,850 for 8 people; for extremely low-income at 30% rate is \$11,750 for 1 person to \$22,100 for 8 people; and for low-income at 80% rate is \$31,250 for 1 person to \$58,950 for 8 people. (See the Fiscal Year 2009 Income Limits Documentation for AOG HPP Participants below). ***Please note, not having any income will not disqualify you from the program.***
- An AOG HPP representative must certify *participants* applying for the Security Deposit Assistance Program by ensuring that the *participant* completes an “Income Verification Form” to receive the accepted amount of rent from AOG HPP. The *participant* must then have the rental property manager complete their portion of the application and return it to AOG HPP for finalization before receiving payment.

How to Apply

- Interested *participants* must complete and return the Security Deposit Assistance Program Application in one of the following:
 - In Person or mail to Angels of Grace Foster Family Agency 1350 Van Ness Avenue, Fresno, CA 93721 (at the corner of Van Ness and Tuolumne, across the street from the Fresno Housing Authority and CVS Pharmacy – use to be Longs Drugs).
 - Fax the documents to (559) 268-7728, attention AOG HPP Department.
 - You may also email the Angels of Grace Homeless Prevention Program at hprpinformation@gmail.com.
- A referring agency may also complete and submit a referral form on behalf of the *participant*. Upon this type of request, an AOG HPP representative will be in contact with the *participant* within five (5) days of receipt of the referral and schedule an appointment with the prospect *participant* informing them of their referral by the referring agency to the AOG HPP.
- The interested *participant* must provide income verification for the previous 90 days and or verification of ALL assets. The application process is not complete until the *participant* has provided all the necessary documents for complete verification.

Security Deposit Assistance Program Application

CHECK MADE PAYABLE TO
MAILING ADDRESS

CONTACT PERSON
TELEPHONE NUMBER

(Print Name of Applicant)

(Signature)

(Date)

(Print Name of Co-Applicant)

(Signature)

(Date)

(Print Name of Rental Property Manager)

(Signature)

(Date)

(Title)

Please return this form to the applicant or an AOG HPP at:

Angels of Grace Foster Family Agency
Homeless Prevention Program
1350 Van Ness Avenue, Fresno, CA 93721
Website: www.angelsofgrace.com
Email: hprpinformation@gmail.com

Phone: (559) 268-0000
Fax: (559) 268-7728

Rental Property Manager Agreement

Security Deposit Assistance Program

PLEASE NOTE: THE SIGNATURE AT THE BOTTOM OF THIS FORM GUARANTEES THAT YOU HAVE READ AND AGREE TO THE FOLLOWING CONDITIONS:

_____ I understand that by accepting all or partial security deposit payments on behalf of the from the Angels of Grace Homeless Prevention Program (AOG HPP), the applicant hereby is responsible for the unit on page one of this application.

_____ The Security Deposit Assistance Program is an income-based program and agrees that any amount of the required deposit not provided by AOG HPP is the responsibility of the tenant.

_____ I understand that this Security Deposit Assistance Program is part of a grant program and that any and all future refund of this security deposit will be paid directly to the AOG HPP Provider awarding the necessary funds.

_____ I understand that if approved for Security Deposit Assistance Program, the tenant will provide the rental property manager with the Security Deposit Assistance Program Determination Letter stating the amount that will be paid by AOG HPP and the date the actual check will be mailed to the rental property manager.

_____ I understand that this Security Deposit Assistance Program is part of a grant program and that any and all future refund of this utility deposit (ONLY) will be paid directly to the AOG HPP Provider awarding the necessary funds.

_____ I understand that the AOG HPP carries no responsibility for the actions (financial or otherwise) of the applicant(s) and/or applicant's guests if any damages occur on the rental property, if acquiring utility deposit/payment assistance for a rental property.

_____ I understand that the security deposit **may not** be used for any special amenities, such as pets, waterbed, telephone, or cable television, or additional deposits requested by the rental property manager due to applicant's poor credit or rental property manager history.

(Print Name of Applicant)

(Signature)

(Date)

(Print Name of Co-Applicant)

(Signature)

(Date)