Sharmon Palms Lane Apartments Fact Sheet

Sharmon Palms Lane Apartments operates under affordable housing programs for individuals or families with low, very low, and extremely low income and is managed by MidPen Housing Property Management. This program is operated by Sharmon Palms Lane Apartments without regard to race, color, sex, creed, religion, national origin, physical or mental status, familial status, age, ancestry, marital status, source of income, sexual orientation, gender, or any other arbitrary personal characteristic.

This fact sheet is only an outline of the requirements necessary to qualify for a home in this community. There may be other restrictions which apply to this community. Please refer to the **Resident Selection Criteria** for any additional requirements. The Resident Selection Criteria is available in the Management Office or can be sent electronically by request to sharmonpalms@midpen-housing.org

SELECTION CRITERIA SUMMARY

Age Eligibility: Head of household must be 18 years of age or older or legally emancipated.

Income Eligibility: Household income must be below the maximum limits indicated for this community's housing programs included on the income limit table on the next page of this document. Applicant households must meet the minimum income requirements set at two (2) times the rent for the unit (mitigating circumstances may apply). Minimum income requirements are not applicable to applicants with a Section 8 Voucher from the Housing Authority.

Minimum/Maximum Occupancy Requirements

Two Bedroom	2-5 occupants

Additional occupancy requirements may apply. More information is available in the Management Office or can be sent electronically by request to. sharmonpalms@midpen-housing.org

Priorities, Preferences and Eligibility Restrictions

1. Preference for the six (6) units at or below 30% of AMI is given to homeless families or families at risk of homelessness that are referred by Santa Clara County CalWorks.
2. Credit, Criminal and Rental History: Sharmon Palms Lane Apartments evaluates the credit, criminal and rental history for any person aged 18 or over and emancipated minors. Negative reports may disqualify applicants.

Please see full Resident Selection Criteria for more information available in the Management Office or electronically by request to Sharmon Palms Lane@midpen-housing.org.

RESIDENT SELECTION PROCESS

1. When your pre-application is considered for a unit, we will contact you to come into the Management Office for an interview and to complete a more detailed full application at that time. *Interviews and verifications may be processed in advance of unit availability. Your application may be processed in anticipation of an upcoming vacancy and will be held for the next available vacant unit.*

2. Third party verification will be obtained from all related sources to confirm certain components of the eligibility/qualification requirements; for example, income, assets, landlord references, and preference eligibility.

3. It is your responsibility to inform the management in writing of any change to the information on your pre-application or application (e.g., address, household size, and total household income). You must respond to the waitlist update letter when mailed to your address on file, which typically occurs every six months. Failure to contact the Management Office about a change in information or failure to respond to the waitlist update letter can result in removal of your application from the waiting list.

A full, detailed **Resident Selection Criteria** describing application and qualification processes is available to all applicants in the Management Office or electronically by request to sharmonpalms@midpen-housing.org

LOTTERY PROCESS

A lottery that determines the waiting list position of applicants will be run periodically during the application period and applicants will be placed on the waitlist in order of the lottery number within consecutive runs. The first lottery will occur at the end of the day March 7, 2024, and the following lotteries will occur on the 7th day of the month until further notice. All applications are entered either by the applicant directly or by proxy. Proxy applications will be entered when received to be included in the consecutive lottery runs. The automated and randomized lottery process assigns a lottery number to each applicant on the waitlist. The applicants will be ranked in order of lottery number within each lottery batch and each previously run batch will be exhausted before the next batch is used.

The lottery will be conducted electronically and is closed to the public.

9/2019

Sharmon Palms Lane Apartments
Income Limits & Rents

Maximum Income Per Household (2023 Area Median Income)
New Limits published by HUD 5/15/2023; Income Limits at time of Move-In are used for final qualification

	2 people	3 people	4 people	5 people
30%	$42,800- $42,840	$48,150 - $48,180	$53,500 - $53,520	$57,800 - $57,810
40%	$57,120	$64,240	$71,360	$77,080
50%	$71,400	$80,300	$89,200	$96,350
60%	$85,680	$96,360	$107,040	$115,620

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TENANT RENT LEVELS per Unit (2023 Area Median Income)
Rent Floor - Excluding any Utility Allowance
Inquire with Management for any Maximum and Minimum Rent Clarifications

AMI Limit	2 Bedroom
30%	$1,203- 1,204
40%	$1,606
50%	$805 - $2,007
60%	$2,409

*All Rents are subject to change as set by the governing agency. Not all AMI Rent limits shown above are available for all units.

Applicant households must meet the minimum income requirements set at two (2) times the rent for the unit (mitigating circumstances may apply). Minimum income requirements are not applicable to applicants with a Section 8 Voucher from the Housing Authority.

Formula to calculate minimum income:

Minimum monthly income = Monthly Rent x 2

Minimum annual income = Monthly Rent x 2 x 12

9/2019