PROJECT LOCATION:
Belle Terre (formerly known as Lafayette Senior Housing)
3428 Mt. Diablo Boulevard
Lafayette, CA 94546

1. Can you please provide an overview of Belle Terre?
Belle Terre is an entirely non-smoking apartment community offering 45 new, 1 bedroom apartment homes for lower income seniors. Seventeen (17) of the apartment homes will be targeted to seniors with verifiable physical disabilities. The head of household, spouse, co-head or sole member must be aged 62 or older at the time of application.

The below chart provides an overview of the distribution of resident units for the property.

<table>
<thead>
<tr>
<th>Unit Type</th>
<th>Number of Each Unit Type</th>
<th>Approximate Square Footage</th>
</tr>
</thead>
<tbody>
<tr>
<td>One Bedroom / One Bathroom</td>
<td>45</td>
<td>533 - 770 square feet</td>
</tr>
<tr>
<td>One Manager’s Unit</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Unit Total</td>
<td>46</td>
<td></td>
</tr>
</tbody>
</table>

Parking Summary
There will be twenty-seven (27) parking spaces provided in an underground garage. Should the need arise a lottery will be conducted for those residents interested in obtaining parking.

2. When will the units be available?
The project will be completed in mid-December 2013. It is anticipated that residents will be allowed to move-in in late December 2013 and early January 2014, with a target of 100% occupancy by January 17, 2014.

3. Who will manage the property?
Eden Housing Management, Inc. will manage the property. A full-time Property Manager will live on site and act as the primary management contact for the residents.

4. What special amenities are provided?
   - Library & Computer Center
   - Outdoor Patio with Raised Planters
   - Exercise Room
   - Sunrooms
   - Formal Garden
   - Onsite Laundry
   - Walking distance to Public Transportation & Shopping
5. **What are the current maximum income limits to rent the units?**

The following income limits are effective as of December 4, 2012 for Contra Costa County as published on the website for the California Tax Credit Allocation Committee (CTCAC), which implements the Low Income Housing Tax Credit Program (LIHTC) in the State of California. AMI = Average Median Income.

<table>
<thead>
<tr>
<th>AMI Level</th>
<th>Number of Units Required at AMI Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>20%</td>
<td>20</td>
</tr>
<tr>
<td>40%</td>
<td>23</td>
</tr>
<tr>
<td>50%</td>
<td>2</td>
</tr>
</tbody>
</table>

6. **What are the proposed rents?**

The tenant portion of the rent for all units at Belle Terre will be based on standard project-based rent determinations outlined in the Section 8 Administrative Plan for the Housing Authority of Contra Costa County. As an estimate tenant rent is normally equal to approximately 30% of the household adjusted monthly income.

Because Belle Terre also has other funding sources with which to comply, there are maximum rent guidelines required. These maximum rents will be based on the below schedule, effective December 4, 2012 for Contra Costa County as published on the website for the California Tax Credit Allocation Committee (CTCAC), which implements the Low Income Housing Tax Credit (LIHTC) Program in the State of California:

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7. **When will the lottery be held?**

The lottery will be conducted in mid-September 2013. The lottery is not open to the public.
8. **What is a “pre-rental application”?**
   The first phase of the application process is to submit a “Pre-Rental Application.” All those who submit a fully completed, signed and dated pre-rental application by the deadline, and who meet the basic qualifications (e.g. senior household status), will be included in the lottery. After the lottery is conducted in mid-September, approximately the first 250 applicants on the lottery list, sorted for preference weight, will receive an invitation to an applicant meeting and an interview date. These letters will be sent in mid-to-late September. Applicant interviews will begin in early-October 2013. At that time you will also be asked to complete a full Eden Housing Rental Application.

9. **Where do I pick up a rental application for Belle Terre?**
   Pre-Rental applications have been made available for pick-up during specified hours at four (4) different locations. Pre-rental applications will be available beginning on Monday, August 26, 2013 and through Friday, September 6, 2013. (NOTE: All pre-rental applications are due — VIA US MAIL ONLY — by Monday, September 9, 2013. Postmarks will NOT be accepted.)

Applications are available as follows:

a. Online at [www.edenhousing.org](http://www.edenhousing.org)

b. Eden Housing Management, Inc.
   22645 Grand Street, Hayward, CA 94541
   Hours: Monday through Friday from 8:30 AM to 5:30 PM

c. Lafayette Senior Services Center - Alder Room
   500 St. Mary’s Road Lafayette. CA 94549
   Office Hours: Monday-Friday, 9:00 a.m.- 4:00p.m.

d. Lafayette Library - Information Desk
   3491 Mt. Diablo Blvd, Lafayette, CA 94549
   Library Hours Monday - Thursday, 10:00 a.m. - 8:00 p.m.
   Friday & Saturday, 10:00 a.m. - 5:00 p.m.
   Sunday, 1:00 p.m. - 5:00 p.m.

e. Lafayette City Offices
   3675 Mount Diablo Blvd., #210 Lafayette, CA 94549
   Office Hours: Monday - Friday, 8:00 a.m.- 5:00 p.m.
10. **How should I submit my completed pre-rental application?**

Completed Pre-Rental Applications **WILL NOT BE ACCEPTED** after September 9, 2013 and **may ONLY be submitted Via U.S. Mail** to the below address. Pre-rental applications will not be accepted in person at any location. **Postmarks will NOT be accepted. Applications that are late or not fully completed will be rejected. No exceptions will be made.**

Eden Housing Management  
ATTN: Belle Terre  
22645 Grand Street  
Hayward, CA 94541

11. **Does it make a difference if I return my application the first day?**

No. A lottery will be conducted in mid-September 2013 and will determine an applicant’s place on the lottery list. There is **NO** priority given to those whose application is received on August 27, 2013 over an application received on September 9, 2013. However, certain waiting list preferences do exist and are outlined below.

12. **Are there any pre-rental application / lottery / waiting list preferences?**

Belle Terre has been developed to meet the needs of lower income seniors. The head of household, spouse, co-head or sole member **must** be aged 62 or older at the time of application. The units are all one bedroom and maximum family size per unit is not to exceed two persons. Seventeen (17) apartment homes are reserved to seniors with verifiable physical disabilities.

The following preferences will also be applied in accordance with the Section 8 Administrative Plan of the Housing Authority of the County of Contra Costa. **All preferences will be verified prior to the lottery being conducted or during the verification stages of the Eden application and interview process (depending upon the type of preference). Providing false information on preference categories may result in disqualification from the lottery / waiting list.**

a. A preference will be applied to those pre-rental applicants currently residing on the Housing Authority of Contra Costa County’s (HACCC) Wait List. **Note:** this preference will be verified through HACCC prior to the lottery being conducted.

b. A preference will be applied to households with a current member in the U.S. Armed Forces, Veterans, or a surviving spouse of a veteran.
Preference categories, continued

c. A preference will be applied to any household that has been involuntarily displaced from housing due to a federal or state declared disaster or government action (e.g., code enforcement, public improvement or development, witness protection program).

d. A preference will be applied to households whose member(s) have graduated from an approved transitional housing program that partner’s with the Housing Authority of Contra Costa County (HACCC), such as Shelter Plus Care. Note: this preference will be verified through HACCC prior to the lottery being conducted.

e. A preference will be applied to those who have been previously terminated from the Housing Choice Voucher Program (HCV) of the Housing Authority of Contra Costa County due to insufficient program funding. Note: this preference will be verified through HACCC prior to the lottery being conducted.

f. A preference will be applied to households where one or more members currently live, work or have been hired to work in the Housing Authority of Contra Costa County’s (HACCC) Jurisdiction (Contra Costa County – Excluding Pittsburg & Richmond). Households will verify this preference by supplying one of the following items during the next phase of the application and interview process, showing their name and a Contra Costa County address, excluding Pittsburg & Richmond. Providing false information on preference categories may result in disqualification from the lottery / waiting list.

- Lease agreement verifying residency;
- Copies of utility bills (electric, water, or gas);
- Tax return;
- Driver’s license or California ID;
- Written verification from a referring outreach worker or social service agency regarding where the applicant has been residing. This verification should be on agency letterhead, signed and dated;
- A letter from an employer stating the past or anticipated starting date of employment, the position title and whether the position is full-time, part-time, temporary, contract or other, and the number of hours or expected hours of employment;
- Copies of check stubs;
- If employment is a contract position, provide a copy of the employment contract.

All preferences will be verified prior to the lottery being conducted or during the verification stages of the Eden application and interview process (depending upon the type of preference). Providing false information on preference categories may result in disqualification from the lottery / waiting list.
13. Will I be called in for an interview?
   Not all who apply will receive an interview letter. After the lottery is conducted in mid-September, approximately the first 250 applicants on the lottery list, sorted for preference weight, will receive an invitation to an applicant meeting and an interview date. These letters will be sent in mid-to-late September. Applicant interviews will begin in early-October 2013.

14. Are there any special unit designations assigned to the property?
   Seventeen (17) of the apartment homes will be reserved to seniors with verifiable physical disabilities as outlined in the pre-rental application.

15. Are there restrictions on the household size that is authorized to live in a unit?
   Yes. Household size cannot exceed two (2) persons, including the Head of Household.

16. Is a lease required?
   Yes. An initial one-year lease term is required.

17. Is smoking allowed at the property?
   Belle Terre has been designated as a non-smoking property. No smoking will be allowed anywhere in the resident units, common areas, or anywhere on the exterior of the property.

18. Will pets be allowed?
   Yes. Pets will be allowed in accordance with Eden Housing Management, Inc.’s Pet Policy. Below are the basic guidelines included in this policy; however, this is not the policy in its entirety. A pet deposit of $150 is required.

   Only the following types and number of pets will be allowed:

   A. Dog
      • Maximum Number: One
      • Maximum Size: 25lbs

   B. Cats
      • Maximum Number: One (Domestic only)
      • Maximum size: N/A
      • Minimum age: 6 months
Belle Terre
Frequently Asked Questions (FAQ)

C. Birds
   • Maximum number: Two

D. Fish
   • Maximum Aquarium Size: 10 gallons

E. Small Mammals
   • Gerbils, Hamsters, Rats, Guinea Pigs
   • Maximum number: Two

Notes: No rabbits are permitted. Only one breed of pet is allowed. For example, you may have one dog OR two birds, but not one dog plus two birds.

19. Will Resident Services be provided?
Yes. Residents living at Lafayette Senior will have access to supportive resident services designed to help them “age in place” and live independently for as long as possible. Eden Housing Resident Services, Inc. (EHRSI), an affiliate of Eden Housing, Inc., will provide an on-site coordinator to arrange for services in a way that best serves each resident’s needs. EHRSI will arrange for local physicians to provide free on-site programming, such as annual flu shots, blood pressure screenings, podiatry, and diabetes testing. They will provide exercise classes, nutrition classes, and budget management classes. On an individual basis, they will provide emotional and financial counseling and referrals to other services organizations.

20. Who should I contact if I have any questions?
For general questions and questions about the application process please call Eden Housing Management at 510-582-1460.

For questions about project-based Section 8 vouchers please contact the Housing Authority of Contra Costa County at 925-957-7000.