

# St. Vincent de Paul Housing Waitlist Application 03/01/2023 ks

*Waitlist Application must be completely filled out to be accepted and reviewed*

## Keep this page.

### Frequently Asked Questions:

- Q. What happens once I turn in my completed waitlist applications?
- Your waitlist application will be reviewed to ensure it is completely filled out, your household meets occupancy standards and the income limits. A letter will be sent to the mailing address or email listed on the waitlist application notifying you of your waitlist application status for approval. **No notification will be sent for denials.**
- Q. How will I know when I get to apply for a unit?
- You will be contacted via the information provided on your waitlist application. (phone numbers, mailing address, and/or email address) when your name comes up on the waitlist.
- Q. How long until my name comes up on the waitlist?
- The wait time varies for each property and bedroom size. The average wait time is 6 to 18 months.
- Q. Do I need to update my information with the waitlist department?
- If any of your information has changed since you first applied, then yes. You need to make sure we have your most updated information so we can get ahold of you when your name comes up on the waitlist.
- Q. How do I update my information?
- Call the waitlist department at 541-743-7164 or email [waitlist@svdp.us](mailto:waitlist@svdp.us) to update your information.
- Q. What if I have case managers or other agencies I work with? Can you call them for me?
- We will call all the phone numbers listed on your waitlist application. Be sure to list the names and numbers of people you would like us to contact.
- Q. Do I need to check in to stay on the waitlist?
- No, you do not need to check in to stay on the waitlist.

The Minimum Occupancy for bedroom sizes are:

SRO: 1 Person  
Studio: 1 Person  
1 Bedroom: 1 Person  
2 Bedroom: 1 Person  
3 Bedroom: 2 People  
4 Bedroom: 3 People

The Maximum Occupancy for bedroom sizes are:

SRO: 1 Person  
Studio: 2 Person  
1 Bedroom: 3 Person  
2 Bedroom: 5 Person  
3 Bedroom: 7 People  
4 Bedroom: 9 People

\*WAITLIST APPLICATION MUST BE TURNED INTO 2890 CHAD DRIVE EUGENE OR 97408\*

ON MARCH 1<sup>ST</sup> from 8:30 am. – 9:30 am.

FAX : 541-687-0351

EMAIL: [WAITLIST@SVDP.US](mailto:WAITLIST@SVDP.US)

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Please mark the box next to the properties and bedroom sizes you are interested in. If you do not see the property or bedroom size you want, that waitlist is not open at this time.

PROPERTY INFO <small>Rents are subject to change</small>	BEDROOM SIZE	Mark an 'X' by the one(s) you choose	How many waitlist apps are we accepting?	<b>OFFICE USE ONLY</b>
<b><u>EUGENE</u></b>				
Aurora Housing \$500 100 East 11 <sup>th</sup> Ave. Eugene OR 97401	Studio		49	Approved  Denied
Aurora Housing \$578 100 East 11 <sup>th</sup> Ave. Eugene OR 97401	1		38	Approved  Denied
Aurora Housing \$707 100 East 11th Ave. Eugene OR 97401	2		28	Approved  Denied
Bascom Village \$465 2410-2466 Park View 3060-3090 Matt Dr. Eugene OR 97408	1		26	Approved  Denied
Bascom Village \$560 2410-2466 Park View 3060-3090 Matt Dr. Eugene OR 97408	2		39	Approved  Denied

**This waitlist application will be distributed and available to pick up or download starting FEBRUARY 22<sup>th</sup> 2023. This waitlist application may only be submitted on MARCH 1<sup>st</sup> 2023 from 8:30 am. to 9:30 am. Any waitlist applications submitted before 8:30 am. or after 9:30 am. MARCH 1<sup>st</sup> 2023 will be rejected and denied. Waitlist applications will be processed in order of receipt. Receipt of waitlist application does not guarantee entry on the waitlist. Waitlists have a maximum capacity limits; applications received after capacity is reached will be rejected and denied.**

**Waitlist applications are evaluated for list capacity, completeness, occupancy, student status and income.**

\*=Tenant pays all utilities (Water, Sewer, Gas (if applicable), Garbage and Electric)

No\* = Tenant pays Electric and Gas (if applicable)

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EMAIL: WAITLIST@SVDP.US

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<b><u>EUGENE</u></b>				
Bascom Village \$631 2410 -2466 Park View 2340-2342 Matt Dr. Eugene OR 97408	3		32	Approved  Denied
Bagley Downs \$1023 215- 285 East 19 <sup>th</sup> Ave. Eugene OR 97401	2		33	Approved  Denied
Garfield Trailer Park \$797 120 N. Garfield Eugene OR 97402	Studio		28	Approved  Denied
Garfield Trailer Park \$854 120 N. Garfield Eugene OR 97402	1		32	Approved  Denied
Garfield Trailer Park \$1023 120 N. Garfield Eugene OR 97402	2		35	Approved  Denied
Garfield Trailer Park \$1183 120 N. Garfield Eugene OR 97402	3		31	Approved  Denied
Hope Circle \$669 302- 385 Hope Loop Eugene OR 97402	3		27	Approved  Denied
Hilyard Terrace \$526 535-695 Betty Niven Dr. Eugene OR 97405	2		31	Approved  Denied
Hilyard Terrace \$595 535-695 Betty Niven Dr. Eugene OR 97405	3		26	Approved  Denied

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<b><u>EUGENE</u></b>				
Iris Place \$510 1531-1563 River Road Eugene OR 97404	1		41	Approved  Denied
Iris Place \$610 1531-1563 River Road Eugene OR 97404	2		41	Approved  Denied
Iris Place \$695 1531-1563 River Road Eugene OR 97404	3		51	Approved  Denied
Lamb Bldg. \$496 1135 Hayes St. Eugene OR 97402	1		41	Approved  Denied
Lamplighter \$750 190 East 24 <sup>th</sup> Ave. Eugene OR 97405	Studio		32	Approved  Denied
Lamplighter \$854 190 East 24 <sup>th</sup> Ave. Eugene OR 97405	1		33	Approved  Denied
Lamplighter \$1023 190 East 24 <sup>th</sup> Ave. Eugene OR 97405	2		36	Approved  Denied
Mac McDonald * \$501 1013-1086 Bennett Lane 2340-2342 Compton Eugene OR 97404	2		38	Approved  Denied
Mac McDonald * \$569 1013-1086 Bennett Lane 2340-2342 Compton Eugene OR 97404	3		29	Approved  Denied
Oakwood Manor \$554 1665 Oak Patch Road Eugene OR 97402	1		46	Approved  Denied
Oakwood Manor \$659 1665 Oak Patch Road Eugene OR 97402	2		55	Approved  Denied

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ON MARCH 1ST 2023 from 8:30 am. – 9:30 am. Only one application per submission will be reviewed.

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<b><u>EUGENE</u></b>				
Oakwood Manor      \$756 1665 Oak Patch Rd. Eugene OR 97402	3		58	Approved  Denied
Ross Lane      \$584 2640-2652 Ross Lane 550-556 Helen St. Eugene OR 97404	2		45	Approved  Denied
Ross Lane      \$653 2640-2652 Ross Lane 550-556 Helen St. Eugene OR 97404	3		35	Approved  Denied
Skidders Butte      \$493 335 W. 2 <sup>nd</sup> Ave. Eugene OR 97401	SRO Only 1 occupant Shared Kitchen		32	Approved  Denied
Santa Clara Apts.      \$512 120-194 Santa Clara Ave. Eugene OR 97404	1		57	Approved  Denied
Santa Clara Apts.      \$585 120-194 Santa Clara Ave. Eugene OR 97404	2		60	Approved  Denied
Santa Clara Apts.      \$646 120-194 Santa Clara Ave. Eugene OR 97404	3		50	Approved  Denied
Stellar Apts.      \$515 1535-1563 City View St. Eugene OR 97402	1		36	Approved  Denied
Stellar Apts.      \$616 1535-1563 City View St. Eugene OR 97402	2		55	Approved  Denied
Stellar Apts.      \$699 1535-1563 City View St. Eugene OR 97402	3		34	Approved  Denied

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<b><u>SPRINGFIELD</u></b>				
Ash Meadows \$616 6903-6999 "A" St. Springfield OR 97478	2		25	Approved  Denied
Ash Meadows \$748 6903-6999 "A" St. Springfield OR 97478	3		40	Approved  Denied
Bluebelle \$551 249 South 41 <sup>st</sup> Place Springfield OR 97477	2		30	Approved  Denied
Bluebelle \$642 249 South 41 <sup>st</sup> Place Springfield OR 97477	3		28	Approved  Denied
J Street \$522 1095-1101 "J" St. Springfield OR 97477	Studio		29	Approved  Denied
J Street \$579 1095-1101 "J" St. Springfield OR 97477	1		29	Approved  Denied
J Street \$850 1095-1101 "J" St. Springfield OR 97477	2		33	Approved  Denied
Myrtlewood \$609 1072 Main St. Springfield OR 97477	1		39	Approved  Denied
Mill Street \$641 465 Mill St. Springfield OR 97477	SRO Only 1 occupant Shared Kitchen		41	Approved  Denied
Royal Bldg. \$520 509 Main St. Springfield OR 97477	1		36	Approved  Denied

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<b><u>JUNCTION CITY</u></b>				
Alona Place 1150 West 1 <sup>st</sup> Ave. Junction City OR 97448	\$664  2		41	Approved  Denied
Alona Place 1150 West 1 <sup>st</sup> Ave. Junction City OR 97448	\$769  3		29	Approved  Denied

PROPERTY INFO <small>Rents are subject to change</small>	BEDROOM SIZE	Mark an 'X' by the one(s) you choose	How many waitlist apps are we accepting?	<b>OFFICE USE ONLY</b>
<b><u>COTTAGE GROVE</u></b>				
Corey Commons 2000-2075 South 8 <sup>th</sup> St. Cottage Grove OR 97424	\$590  2		20	Approved  Denied
Corey Commons 2000-2075 South 8 <sup>th</sup> St. Cottage Grove OR 97424	\$667  3		29	Approved  Denied
OMER 17 North 6 <sup>th</sup> St. Cottage Grove OR 97424	\$787  Studio		40	Approved  Denied
OMER 17 North 6 <sup>th</sup> St. Cottage Grove OR 97424	\$838  1		26	Approved  Denied

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<b><u>HARRISBURG</u></b>				
Sommerville Apts.                      \$679 885 Sommerville Loop Harrisburg OR 97446	2		59	Approved  Denied
Sommerville Apts.                      \$775 885 Sommerville Loop Harrisburg OR 97446	3		35	Approved  Denied

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<b><u>VENETA</u></b>				
Heather Glen                              \$525 25016-25028 Heather Glen Ct. Veneta OR 97487	1		24	Approved  Denied
Heather Glen                              \$677 25016-25028 Heather Glen Ct. Veneta OR 97487	2		27	Approved  Denied
Heather Glen                              \$729 25016-25028 Heather Glen Ct. Veneta OR 97487	3		35	Approved  Denied

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Head of Household: _____				
First		Last		
Mailing Address: _____				
	Street	City	State	Zip
Is it ok to leave a detailed message at the below contacts? YES NO				
Phone: _____		Message Phone: _____		
Case Manager: _____		Case Manager Phone: _____		
Alternate Contact: _____		Alternate Contact Phone: _____		
Email Address: _____				

**Household Composition**  Check if you have chosen not to disclose the race and ethnicity of the household members.

**RACE CODES:**

- White = 1
- Black/African American = 2
- American Indian/Alaska Native = 3
- Asian = 4
- Native Hawaiian/Other Pacific Islander = 5

**ETHNICITY CODES:**

- Hispanic or Latino = 1
- Not Hispanic or Latino = 2
  
- Not Disclosed/Missing Information = ND

	Full Legal Name	Relationship to Head of Household	Age	Sex (M or F)	Race (see above)	Ethnicity (see above)	Gross Monthly Income Amount
1)		SELF					\$ Monthly
2)							\$ Monthly
3)							\$ Monthly
4)							\$ Monthly
5)							\$ Monthly
6)							\$ Monthly
7)							\$ Monthly

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Has anyone that is going to be living the unit, ever lived in St. Vincent de Paul Housing before?  Yes  No

If yes, where (property name and unit) and when (year) ? \_\_\_\_\_

List Head of Household: \_\_\_\_\_

List all household members that were 17 years or older: \_\_\_\_\_

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Please list any special needs your household may require in our housing (example: bars in the bathroom, ramps, downstairs, no stairs, upstairs, etc.) : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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I/we certify that the information given to St. Vincent de Paul on the household composition, student status, household income & assets is accurate and complete to the best of my/our knowledge and belief. It is further understood I/we must immediately report any changes in household composition to St. Vincent de Paul. It is understood and agreed that failure to report changes and/or submitting false statements of information is grounds for denial of housing and/or eviction.

BY SIGNING BELOW I/WE CERTIFY THAT ALL INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY/OUR KNOWLEDGE.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Printed Name of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Printed Name of Applicant

\_\_\_\_\_  
Date

The person named below has been designated to coordinate compliance with the nondiscrimination requirements contained in the Department of Housing and Urban Development's regulations implementing Section 504 (24 CFR Part 8 dated June 2, 1988)  
Name: Brittany L. Voice: 541-687-5820  
Address: 2890 Chad Drive / P.O. Box 24608 Eugene, OR. 97402 TTY: 711  
**St. Vincent de Paul does not discriminate against any person on the basis of race, color, religion, sex, disability status, familial status, national origin or marital status in the admission or access to, or treatment or employment in, its federally assisted programs and activities.**

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**OFFICE USE ONLY**

Received Date/Time: \_\_\_\_\_ (Initial's)

Annual Income: \_\_\_\_\_ Annual Income Limit: \_\_\_\_\_

Date letter was mailed: \_\_\_\_\_ By: \_\_\_\_\_ (Initial's)

