

— APPLICATION PACKET —

SquareOne Villages is now accepting applications for Emerald Village Eugene

Please note that there is still no definite move-in date, and that it may be into Fall 2017 before a significant number of tiny houses are ready for occupancy. However, we are looking to select an initial group of households to help with the planning and development of the Village, prior to move-in.

We are targeting specific populations during this period:

- Up to 1/3 of the these spaces have been designated for residents of our transitional micro-housing project, Opportunity Village.
- Up to 1/3 of the these spaces have been designated for a Whiteaker neighbor (current or having moved within the past year) facing a severe housing cost burden (spending more than 50% of their income on housing).
- The remainder of the spaces will give preference to those participating in some form of a transition program (current or within the past year), including but not limited to ShelterCare, Opportunity Village, and Community Supported Shelters.
- Other applications will be considered if we do not receive enough of the above applicants that meet our Membership Selection Criteria.

How to submit your application:

- Print an application from www.squareonevillages.org or pick one up from First Christian Church (1166 Oak St.).
- Return completed applications to First Christian Church (1166 Oak St.), or scan and email to applications@squareonevillages.org
- Remember to include a way for us to verify your income with your application packet.

The SquareOne Villages website will be updated when we are no longer accepting applications.

—Community Agreement—

The vision for Emerald Village Eugene (EVE) is to provide accessible and sustainable housing options for people with low-incomes through tiny houses that are safe, livable, and significantly more affordable within a stable community setting.

Costs are kept low through an emphasis on small-scale development, self-management, and cooperative living. But an application to become a member of EVE is more than just a cheap place to live. It includes your participation in shaping how your housing is managed and maintained through a democratic process. This approach of preserving control over one's living space instills a pride of ownership, resulting in a deeper interest in keeping the property well-cared for.

I understand that this is different from typical rental housing, and that living at EVE comes with additional obligations beyond a monthly payment. Therefore, I agree to:

- **Attend monthly Village Meetings** to discuss and vote on matters of common interest. The goal is to meet as a community once a month, though more frequent meetings may be necessary at the start.
- **Give at least 10 volunteer hours per month** towards the common good of the Village and surrounding neighborhood. This includes signing up for designated roles for maintaining common areas, leading community improvement projects, or helping plan activities and other jobs that need to be shared.

Each member is expected to join one of the primary committees, and assist that committee in doing the work necessary to maintain the Village as a safe, presentable, and pleasant place to live.

- Membership Committee: applications & intake, community participation review, dispute review
- House & Grounds Committee: maintenance and improvements of physical assets
- Administration Committee: administrative tasks, budgeting, finance

Furthermore, as a member of EVE, I agree to the following:

1. I will respect others regardless of ethnicity, religion, gender, sexual orientation, disability, lifestyle choices, or economic status.
2. I agree to participate in the day-to-day life and governance of the Village in a cooperative manner.
3. I will not act violently toward others or myself.
4. I will not use illegal drugs at the Village, and will not consume alcohol in common areas unless approved by the Village in advance.
5. I will respect non-smoking zones.
6. I will honor overnight guest policies.
7. I will honor quiet hours and restrictions on amplified noise.
8. I will honor all pet policies, and understand that only a limited number of pets may be allowed and that a pet deposit may be required.
9. I will keep the area in and around where I live clean and orderly, and not store any personal items outside of my building footprint or allocated storage space.
10. I understand that the space outside my dwelling will be a shared resource, and will honor all policies for community areas. I will help keep the community areas clean and will pick up after myself, and my pet if I have one.
11. I understand that the policies and procedures for governing, operating, and maintaining EVE may be further defined, and agree to honor any amendments approved by the community.
12. I understand that the EVE property is leased from SquareOne Villages, and will honor all policies outlined in the Management & Lease Agreement.

—Application & Intake Process—

1. Pick up an information packet and have each adult in the household fill out and return the application. Be sure to include a way for us to verify your income.
2. A Membership Committee will review completed applications based on the Membership Selection Criteria. In cases where more than one applicant has been evaluated equally, preference will be given to the application that was received first.
3. If your application is selected and once your references are checked, the Membership Committee will contact you to schedule an interview.
4. Pay first month's carrying charges, sign the Lease, and provide photo identification prior to move-in. Initial residents will also first complete at least 50 hours of sweat equity during the development phase (accommodations will be made so that everyone can participate).

Note: The initial monthly payment will be between \$250-350/month, depending the type of unit you are in. This will cover the costs to operate and maintain the village, and a portion of the payment (approximately \$50/month) will go towards the member's share in the village.

5. A "Village Guide" will be appointed to provide you an orientation to our policies and procedures.
6. There is a 90-day probationary period in which your Membership may be subject to review based on objective criteria, including: (a) making monthly payments, (b) attendance at meetings, (c) completion of volunteer hours, and (d) compliance with the community agreements.

—**Membership Selection Criteria**—

Emerald Village Eugene does not and shall not discriminate on the basis of race, color, religion, creed, gender, gender expression, age, national origin, disability, marital status, sexual orientation, military status, or any other characteristic protected under applicable federal or state law, in any of its activities or operations. We will make an extra effort to reach underserved populations and will strive to create a village that represents the diversity of our larger community.

Applicants will be evaluated on the criteria listed below.

1. Income

- Earns extremely low-income (30% area median income or under) or very low income (50% of area median income or under)
- Demonstrates the ability to maintain an income of at least twice the monthly payment amount.
- Provides verifiable documentation of all types of income with their application, including but not limited to employment, social security, or disability benefits.

2. Community Agreements

- Reports and demonstrates ability to live in accordance with the community agreements, and to participate in the day-to-day life and governance of the Village in a cooperative manner.

3. Background Check

- Reports accurate background information.
- Applicants with a criminal history of violent or sexual offenses may require additional screening. In considering whether a given conviction should constitute grounds for denial, the following will be considered:
 - a. Grade of the offense
 - b. Length of time since commission of the offense
 - c. Evidence of continuing dangerous behavior, current restraining orders
 - d. Reports from probation or parole officers regarding the potential of the individual
 - e. Reports of other agencies supporting the applicant

4. References

- Applicant has at least 2 positive rental references or 2 positive personal references, or 1 of each.

—Housing Unit Type & Cost—

7 Single Units @ \$250/month

Income targets for 1-person household:

\$500 - \$981/month (under 30% AMI);

\$982 - \$1,617 (under 50% AMI)

8 Flex Units @ \$300/month

Income targets for 1-person household:

\$600 - \$981/month (under 30% AMI);

\$982 - \$1,617 (under 50% AMI)

Income targets for 2-person household:

\$600 - \$1,328/month (under 30% AMI);

\$1,329 - \$1,842/month (under 50% AMI)

7 Double Units: \$350/month

Income targets for 2-person household:

\$700 - \$1,328/month (under 30% AMI);

\$1,329 - \$1,842/month (under 50% AMI)

Income targets for 3-person household:

\$700 - \$1,674/month (under 30% AMI);

\$1,675 - \$2,075/month (under 50% AMI)

Site	Design	Square Footage	Max Occupancy	Monthly Payment
A	Pearlson	256	2	350
B	SquareOne	160	1	250
C	Bergsund & DeLaney	160	2	300
D	SquareOne	160	1	250
E	Rainbow Valley	288	3	350
F	Hadley	200	2	300
G	SquareOne	160	1	250
H	Dustrud	263	3	350
I	Pruitt/Bollo	180	1	300
J	Arbor South	236	2	350
K	SquareOne	192	2	300
L	SquareOne	160	1	250
M	Envelop	198	2	300
N	Honn/McClean	208	2	300
O	SquareOne	160	1	250
P	Urban Collaborative	273	2	350
Q	AE Ginsberg	200	2	300
R	SquareOne	192	2	300
S	Fifield	265	2	350
T	SquareOne	160	1	250
U	SquareOne	160	1	250
V	Dixon	353 (w/ loft)	3	350

—Application—

Please fill out the application completely.
Each adult applicant (18 or older) must fill out an application to be considered for membership.

I have read the Community Agreement and Membership Selection Criteria,
and still want to continue the application process _____ (initials)

Date: _____

Preferred Unit Size: Single / Flex / Double

Willing to Accept Unit Size: Single / Flex / Double

Legal/Given Name: _____ Name Used: _____

Date of birth: ____/____/____ Driver's License (State and #): _____

S.S. #: _____ Phone #: _____ Email: _____

Are you in a transition program (current or within the past year)? Yes / No

If so, which one? _____ (i.e. Opportunity Village, ShelterCare, CSS, etc.)

Are you a Whiteaker neighbor (current or within the past year)? Yes / No

Current Address: _____ City: _____ State: _____ Zip: _____

Current Landlord/Service Provider: _____ Phone #: _____

When did you move here: ____/____/____ Current Rent: \$ _____

Previous Address: _____ City: _____ State: _____ Zip: _____

Previous Landlord: _____ Phone #: _____

When did you live there?: ____/____/____ to ____/____/____

Household Composition:

Full Name	Age	Relation

Do you have a pet? Yes / No If so, how many and what kind? _____

How many pounds? _____ Spay/neuter? Yes / No Licensed? Yes / No

Do you have a vehicle? Yes / No If so, how many and what kind? _____

Do you need reasonable accommodations? Yes/No If so, what kind? _____

Household Income

List all household members who currently receive income. Some examples include, but are not limited to:

- Employment	- Social Security	- Child Support or Alimony
- Self-Employment	- Disability Benefits	- Pensions/Retirement
- Unemployment Benefits	- Workman's Compensation	- Assistance from Family/Friends

Full Name of household member with income	Source of Income	Amount

PLEASE INCLUDE DOCUMENTATION SO THAT WE CAN VERIFY YOUR INCOME

Employment History (present employer info required if listed as source of income)

Present Employer	How Long?	Position	Full/Part-time
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Supervisor	Phone #
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Previous Employer	How Long?	Position	Full/Part-time
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Assets

List all household members who currently have assets. Some examples include, but are not limited to:

- Checking	- Savings	- Real Estate	- Stocks/Bond	- Trust Fund	- Cash
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Full Name	Bank/Institution	Type of Account	Estimated Amount

Participation & Cooperation ...*your participation helps make EVE so affordable.*

Can you commit to the requirements outlined in EVE Community Agreement included on the first page of this application? Yes / No

Attending our monthly meetings includes listening to and discussing proposals with other members. Examples include how to best maintain common areas or how to resolve an ongoing conflict. As a member, you will be expected to actively and humbly participate in our decision-making process, as we believe that all members have an equally valuable opinion. Would you be willing to take part in our monthly village meetings? Yes / No

Are you willing to participate in one of our committees described in the Community Agreement?

Yes / No If yes, which committee(s)? _____

Why? _____

Please provide 1-3 commitments you kept to groups that one of your references can speak to:

Please provide an example of a project you worked on with others:

Once a member, will you be willing to accept feedback from other members of EVE about concerns that involve you or members of your household (example: noise, shared space, etc.)? Yes/ No

Are you willing to listen to people you disagree with about an issue that concerns you? Yes / No

****List someone that can support your ability to live in accordance with the Community Agreement as a reference on the following page****

References

Please provide two references outside of those applying as part of your household. At least one reference should be from an employer, service provider, or volunteer coordinator.

1. _____
Name Relationship

Address Phone E-mail

2. _____
Name Relationship

Address Phone E-mail

Background Check

Please state the State and County in which you have lived in the past three years

1. _____ 4. _____
State, County State, County

2. _____ 5. _____
State, County State, County

3. _____ 6. _____
State, County State, County

Have you ever been convicted of a criminal offense? Yes / No

If yes, please state all charges you have been convicted of (please use the back of the sheet if necessary).

I declare that all information on this form is true and accurate to the best of my knowledge. I give permission to verify all information provided, and to check my background, employment history, credit history, and references. I realize that providing false information will lead to dismissal of my application.

Applicant Signature

Date

EVE Representative Signature

Date