



ARM of Save the Family Waitlist Application Procedure

- 1 Applications are available at <https://savethefamily.org/arm/> or can be picked up at the Save the Family office located at 125 E University Dr, Mesa, AZ 85201. Office hours are Monday through Friday between 8:00 am and 5:00 pm. Please submit waitlist applications via email to: arminfo@savethefamily.org.
- 2 ****** Incomplete pre-applications will not be reviewed and applications will be denied. ******
- 3 **All communication regarding the ARM waitlist will be sent via email.** In order to avoid missing correspondences ARM advises applicants to check the provided email regularly (along with the spam/junk folder). Applicants are responsible for notifying ARM with any changes to email addresses and/or contact information; updates can be sent to: arminfo@savethefamily.org. ARM periodically will send emails requesting a response from each applicant. Failure to respond in the stated timeframe will result in the removal from the waitlist. Verbal updates will not be accepted. Applicants will be also be removed from the waitlist if ARM is unable to contact via the provided contact information.
- 4 ARM has scattered site units (Chandler, Gilbert, Mesa, Tempe & Scottsdale) and is not able to anticipate where vacancies will occur – applicants declining two units will be removed from the waitlist.
- 5 Per HUD, families or individuals must earn at or below 60% of the HOME Income Limits to income qualify for ARM Housing Units (see chart below).
- 6 ARM does not allow pets. Service and therapy/emotional support animals will require support documentation.
- 7 Applicants must be employed and/or have stable **VERIFIABLE** income to afford the unit. When a unit is available, applicants will need to provide ARM with **at least six months of verifiable income and financial documentation** (e.g., paystubs, official banking statements, unemployment or social security/SSI award letters, child support documentation, etc.) for all household members over the age of 18.

2022 HOME Income Limits – effective 06/15/2022

	1 person	2 people	3 people	4 people	5 people	6 people	7 people	8 people
30%	\$18,550	\$21,200	\$23,850	\$26,500	\$28,650	\$30,750	\$32,900	\$35,000
50%	\$30,950	\$35,350	\$39,750	\$44,150	\$47,700	\$51,250	\$54,750	\$58,300
60%	\$37,140	\$42,420	\$47,700	\$52,980	\$57,240	\$61,500	\$65,700	\$69,960
80%	\$49,500	\$56,550	\$63,600	\$70,650	\$76,350	\$82,000	\$87,650	\$93,300

I CERTIFY THAT I HAVE READ AND UNDERSTAND THE ABOVE LISTED PROCEDURES. I UNDERSTAND FAILURE TO COMPLY OR COMMUNICATE CHANGES VIA EMAIL MAY LEAD TO MY REMOVAL FROM THE WAITLIST

Head of Household Signature _____

Date _____



Equal Housing Opportunity



Special Services Available Upon Request

Reasonable accommodations available upon request.



ARM OF SAVE THE FAMILY HOUSING PRE-APPLICATION

HEAD OF HOUSEHOLD INFORMATION

Last Name _____ First Name _____ Middle Initial _____

Social Security Number _____ Date of Birth _____

Telephone Number _____ Secondary Number _____

Email Address (**REQUIRED**) _____

Mailing Address _____

City _____ State _____ Zip _____

Marital Status: Single Married Divorced Widowed Separated Other _____

HOW MANY PEOPLE WILL LIVE IN THE UNIT? *Please include yourself.*

ADULTS (18 and over) _____ Male _____ Female / **CHILDREN** _____ Male _____ Female

SOURCE(S) OF FAMILY INCOME; CHECK ALL THAT APPLY AND INCLUDE AMOUNT PER MONTH

(*Must include income for ALL household members*):

Employment Wages Gross Monthly Amount _____

Social Security/SSI _____ Other Monthly Income _____

CONFLICT OF INTEREST

Are you a current or former employee of Save the Family? Yes No

Are you related to any Save the Family employee or Board Member? Yes No

Are you employed by City of Mesa, Chandler, Scottsdale, Tempe, Town of Gilbert, or HUD? Yes No

CRIMINAL HISTORY

Has any household member plead guilty to or been convicted of felonies or misdemeanors related to drugs, gangs, or violent acts? Yes No ; If yes, Please explain: _____

Is any household member a registered sex offender? Yes No

ADDITIONAL INFORMATION

Are all household members U.S. citizens? Yes No

Are you a current or former participant of any ARM or Save the Family Housing programs? Yes No

If yes, please list the program and dates of participation: _____

Does any member of the household require Reasonable Accommodation? Yes No

If yes, please specify _____

I CERTIFY THAT THE ABOVE INFORMATION IS ACCURATE AND COMPLETE.

I understand that submission of false information or misrepresentation may result in loss of eligibility to participate in the ARM housing program.

Date _____ Signature of Head of Household _____



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Reasonable accommodations available upon request.

