



Your Path to Self-Sufficiency: Our Program Phases for Housing and Support

Phase I

- Application Screening
- Enrollment and Unit Selection

Phase II

- Permanent Housing Placement
- Housing Maintenance
- Educational Workshops

Phase III

- Program Review
- Program Completion



AP2L does more than just housing placement; we empower individuals and families to build a brighter future.

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Your Guide to Housing Placement and Support

As a dedicated housing placement agency, A Place-2-Live, Inc. (AP2L) is here to help you navigate the essential steps to benefit from our program. This brochure outlines the guidelines for you to secure housing and achieve financial independence, empowering you on your journey to a brighter future.

Welcome to A Place-2-Live, Inc.

We have developed three phases that applicants and clients must complete to fully benefit from our program.

PHASE I

Application Screening

To begin the application process, applicants must accurately complete an application and provide the necessary documentation, which includes:

- A valid picture ID (applicants must be 18 years or older)
- A Social Security card
- Proof of verifiable income

An application processing fee of \$45.00 is also required.

A Place-2-Live, Inc. (AP2L) will conduct a verification of the applicant's income, rental history (tenant profile), and background check. The application screening process typically takes 1-2 weeks from the date the application is submitted.

Please note that immediate denial may occur for the following reasons:

- Evictions within the past five years for willful non-payment of rent or destruction of property
- Felony or misdemeanor convictions related to drugs, violence, or other criminal activity
- Falsification of information on the application

Program Approval

Upon successful completion of the application screening process, the client will be approved for program services.

Enrollment and Unit Selection

An enrollment/processing fee is required before move-in. The fee is as follows:

- Referrals, Veterans, Housing Choice Voucher Assistance, and SSI/SSDI recipients: \$350.00
- Non-referral fee: \$500.00

Clients will receive a comprehensive list of all vendors who accept our program, along with a checklist for property inspection of their chosen unit. After selecting a unit, clients must submit an application for the owner's review. Clients are permitted to apply for multiple units simultaneously; however, all applications must be submitted to our office.

Permanent Housing Placement

After the owner approves the client's application, AP2L will notify the client. A holding deposit is required to secure the unit, and clients have 2-3 weeks to pay the full move-in costs, including all fees, rents, and deposits, at our office.

Qualified applicants may receive rental assistance and referrals.

Clients must schedule an appointment with AP2L to sign the rental contract. All rent and deposit payments must be completed before move-in. AP2L will enter into a master lease agreement with the owner and assume all contractual responsibilities. Note that rent prices may vary, and surcharges are included.

PHASE II

Mandatory Workshop Attendance

Clients will be informed of upcoming workshops offered by AP2L, and attendance is required.

The Workshop Course is designed to support housing retention for clients. Each client will receive one-on-one credit consultations until they are creditworthy.

Clients will be provided with a budget sheet and a Landlord/Tenant Rights & Responsibilities packet, which should be completed and returned by their first workshop attendance.

Additionally, clients will receive personalized Action Plans to help them establish or re-establish credit based on their individual evaluations. Credit consultation is one of the many supportive services offered by A Place-2-Live, Inc. (AP2L) to promote self-sufficiency.

AP2L will conduct periodic inspections of units for maintenance checks and household management services. Clients must report any changes in family disposition and income within five days.

Timely rent payments to AP2L are expected from all clients.

PHASE III

Program Review

Resident reviews will be conducted based on timely rent payments, maintenance care, and participation in workshops. Tenants may be eligible for contract renewal after one year of full program completion.

