

HOLLYWOOD ARTS COLLECTIVE
1630 Schrader Blvd, Los Angeles, CA 90028

Dear Applicant:

Thank you for your interest in Hollywood Arts Collective, a 152-Unit, Affordable Housing Community for the arts and entertainment community, in Los Angeles, California.

This packet provides important information about the property, how to apply for potential tenancy at Hollywood Arts Collective and eligibility requirements for this property. Please read this information carefully. Upon request, application materials will be made available in a format that meets the needs of an applicant with disabilities.

Applications that meet the preliminary screening requirements will be entered into a lottery.

Application Submission Deadlines:

ONLINE: Online applications must be completed no later than **Wednesday, February 15, 2023**, in order to be entered into the lottery.

PICK-UP/DOWNLOAD: Paper applications will be available for pick-up on-site at the address noted above and can be downloaded and printed from the website through **Wednesday February 15, 2023**. **Paper applications must be completed and postmarked by Wednesday, February 15, 2023**.

If you pick-up or download an application, please fill out the nine-page application and appendices, and then mail your completed application to:

Hollywood Arts Collective
c/o Thomas Safran & Associates
P.O. Box 49898
Los Angeles, CA 90049

This cover letter and the Frequently Asked Questions (FAQ's) should be kept for your review as needed. **Please do not submit copies of SS cards, personal ID, licenses, or any other financial or personal documents at this time.**

Please be sure to check your application for accuracy. You will not be able to change your application information (except for contact information) after the application is submitted. Failure to complete the application completely (e.g., excessive blanks) may be cause for denial of application. If your contact information changes (e.g., address, phone number, email, etc.), please notify us by mailing the updated information to the above address using your name as it appears on your previously submitted application.

We hope that you will have the opportunity to make Hollywood Arts Collective your home.

Sincerely,
Hollywood Arts Collective Management



Rental Application Cover Page for Hollywood Arts Collective

This housing is offered without regard to race, color, religion, sex, gender, gender identity and expression, familial status, national origin, citizenship status, immigrant status, primary language, marital status, ancestry, age, sexual orientation, disability, source of income (including receipt of Section 8 and other similar vouchers), genetic information, military or veteran status, arbitrary characteristics, or any other basis currently or subsequently prohibited by law.

1. **Hollywood Arts Collective** has Accessible Units for Individuals with Mobility Disabilities and Individuals with Hearing/Vision Disabilities. **Hollywood Arts Collective** also has units with some accessible features, such as no steps. **If you would like to request one of these units, please complete Section labelled “Reasonable Accommodation Information” of the Rental Application (page 1).** For more information about the accessible features of these units and/or if you need assistance to request a unit with accessible features, please contact:

Property Management Contact Name: Aaron Lempert

Title: Property Manager

Phone Number: Hotline: (888) 291-9994 TTY/TDD (if available): (800) 855-7100

Email: HollywoodArtsCollective@tsaproperties.com

2. Reasonable Accommodations and Auxiliary Aids will be provided upon request. An individual with disability may ask for, among others:
 - a. A change in rules, or;
 - b. A physical change to their apartment or shared areas in the building (either of which is a reasonable accommodation);
 - c. An accessible apartment;
 - d. And Auxiliary Aids and Services necessary to ensure effective communicate between us.

If you or anyone in your household has a disability and needs any of these things or another type of accommodation to live at **Hollywood Arts Collective** and use our services, then contact **Hollywood Arts Collective** staff to communicate your needs.



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ONLINE APPLICATION INSTRUCTIONS

Prior to beginning the online application process, we encourage you to review these helpful tips and the Frequently Asked Questions (FAQ's). This will help you understand the application process as a whole and answer questions you may have.

Please note that there is no way to stop and save your application to be continued at a future time. We encourage you to start and complete the application in one sitting. Although there is no time limit to complete your application, once you have started there is always a risk of losing the information you have entered if you were to stop and complete at a later time. **The preferred browser for application entry is Google Chrome.**

Please have the following information on-hand as you complete the online application:

- 1) The names, dates of birth, and social security numbers of each applicant included on the application.
- 2) Contact information including current address, mobile and other phone numbers, and an email address.
- 3) Landlord contact information and the addresses for any locations where you have lived in the last five (5) years.
- 4) Contact information for any caseworker or agency that you would like us to be aware of or contact during the application process (i.e., agency name, caseworker name, phone number and email address).
- 5) Estimate of your household's total annual income. Income is counted for anyone 18 years of age or older, unless legally emancipated.
- 6) List of income sources. (Income sources such as employment, SSA, SSI, unemployment, severance packages, public assistance or general relief, workers compensation, etc.)
- 7) Estimate of the value of your household's total assets and the name of the institution where the asset is held. (This includes: checking, savings, CDs, cash on hand, real estate, rental properties, 401(k)s, IRAs, Keogh or other retirement accounts, whole life insurance, contents of a safe deposit box, etc.)
- 8) Full time student status information for all household members. If you are unsure of full-time student status for any household members, please inquire with the academic institution for determination of full-time student status.
- 9) Be prepared to have each adult applicant present to electronically sign the application.
- 10) **CONFIRMATION OF SUBMISSION – IMPORTANT:** When you have successfully submitted your application, you will have the option to save/print your application. Please save a copy of this application for your records as it will serve as proof of submission.



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FREQUENTLY ASKED QUESTIONS AND ANSWERS (FAQ's)

IMPORTANT: Due to heavy construction at the property there is no access to enter the building. PLEASE DO NOT attempt to enter the building.

1. WHAT DOES THE DEVELOPMENT CONSIST OF?

Hollywood Arts Collective is an income and rent restricted 152-unit affordable housing complex that is comprised of studio, one, two, and three-bedroom apartment units (including a manager's unit). The unit breakdown is as follows:

- Twenty (20) studio units
- Seventy (70) one-bedroom units
- Forty (40) two-bedrooms units
- Twenty-Two (22) three-bedroom units

2. WHAT WILL BE PROVIDED IN EACH UNIT?

All units will have a full kitchen (range/oven, dishwasher, refrigerator) and a tub/shower combination in the bathroom. Each unit will have air conditioning and wood vinyl plank flooring.

3. ARE THERE ACCESSIBLE UNITS?

Hollywood Arts Collective has accessible units and/or units with accessible features. Applicants may inquire about features of these units by contacting management.

4. WHAT AMENITIES WILL BE PROVIDED?

Amenities include a recording studio, computer room, fitness room, laundry facilities, and an on-site management office.

5. HOW DO I REQUEST A REASONABLE ACCOMMODATION/MODIFICATION?

If you or anyone in your household has a disability and needs any reasonable accommodations/modifications to live at Hollywood Arts Collective and use our services, please contact management staff to fill out a Reasonable Accommodation or Modification Form.

6. WHAT TYPE OF PARKING IS PROVIDED?

There will be approximately 76 total parking spaces provided. Residents who do not receive an assigned parking spot may find street parking. Not all units will be guaranteed on-site parking.

7. HOW ARE RESIDENTS SELECTED?

This project will serve low-income households.

All eligible applications for Hollywood Arts Collective will be entered into a random selection lottery. The list of those selected in the lottery will be posted. The location and date of the posted list of lottery winners will be provided in a letter which will be sent to all applicants confirming receipt of their application. Applicants chosen in the lottery

but not assigned a unit will be placed on a waiting list for future availability. Please refer to the Tenant Selection Plan for complete details.

8. ARE THERE ANY PREFERENCES?

Yes. Hollywood Arts Collective is a Low-Income Housing Tax Credit (LIHTC) project with a preference for artists. For projects with an artist preference, housing units are filled first with applicants who meet the eligibility criteria for the artist preference. If the units cannot be filled with eligible artist candidates, the units will be filled with applicants from the general pool.

For the purposes of the Artist Preference, “artist” is someone who is regularly engaged in an artistic, creative, or cultural activity or practice and pursues such practice on a professional basis. For the purposes of this definition, artistic, creative, or cultural practices may include the following disciplines:

- **Performing Arts** including dancers, actors, musicians, singers, songwriters, puppeteers, composers, choreographers, and production related arts and entertainment workers.
- **Media Arts** including television, radio, documentaries, digital media, animation, new media, and production related arts and entertainment workers.
- **Interdisciplinary Art** including installation art, public and performance art, and time-based, experiential art.
- **Literary Arts** including writers of fiction, creative non-fiction, plays, poetry, lyrics and literature.
- **Visual Arts** including painting, drawing, sculpture, ceramics, printmaking, photography, mixed media, and design.
- **Folk Arts and Crafts** including beadwork, masks, textiles, jewelry, and glass.

Under the Artist Preference, eligible applicants will meet one of the following two criteria:

1. The applicant will first be evaluated based on Income from Arts Work. The applicant must provide documentation to demonstrate earnings, from all eligible disciplines, over \$6,500 annually for three out of the last five years. If the applicant does not meet this Income from Arts Work eligibility criteria; then the applicant will be evaluated using the second criteria.
2. The applicant will be evaluated based on engagement in and professional commitment to Artistic Practice which will be evaluated and determined based on a portfolio review by the Artist Committee.

More details on income requirements and eligibility criteria for the artist preference will be available in the application and other marketing materials.

9. WHO WILL BE ELIGIBLE TO MOVE INTO THE DEVELOPMENT?

The project will serve low-income households. The project will accept Section 8 Vouchers.

10. ARE THERE MINIMUM INCOME REQUIREMENTS?

Applicants must have a gross monthly income that is at least twice their monthly rent. For example, if monthly rent is \$900, the gross annual income should be at least \$21,600 (\$900 x 2 x 12 months). Failure to satisfy the minimum income to rent ratio is indicative of insufficient income to pay rent and all other household expenses. Voucher applicants and applicants of subsidized units are exempt from the minimum income requirements.

11. ARE THERE MAXIMUM INCOME LIMITS*?

Yes, there are maximum income limits. Applicants must have incomes that fall below 80% of the Los Angeles area median income. The current annual 2022 maximums are as follows:

- One person: \$66,720
- Two persons: \$76,240
- Three persons: \$85,760
- Four persons: \$95,280
- Five persons: \$102,960
- Six persons: \$110,560
- Seven persons: \$118,160

*The income limits are adjusted annually by the U.S. Department of Housing and Urban Development (HUD) and are subject to change.

12. HOW MANY PEOPLE CAN LIVE IN EACH UNIT?

Hollywood Arts Collective offers one, two and three-bedroom units. Please refer to the occupancy limits below.

# of Bedrooms	Minimum	Maximum
0	1	2
1	1	3
2	2	5
3	3	7

13. WHAT ARE THE MAXIMUM RENTS YOU WILL HAVE*?

Studio rents will be up to approximately \$1,668 per month
 One-bedroom rents will be up to approximately \$1,787 per month
 Two-bedroom rents will be up to approximately \$2,144 per month
 Three-bedroom rents will be up to approximately \$2,478 per month

Note: There are a limited number of units available at the lower rents. Lower rents will be assigned as applicants qualify in rank order.

*The rents are adjusted annually by the U.S. Department of Housing and Urban Development (HUD) and are subject to change.



14. ARE THERE RENT INCREASES?

Yes. They are restricted to a formula determined annually by HUD based on percentage increases in median income for the Los Angeles area. For the last five years, rent increases have ranged from 0% to 7% per year.

15. ARE PETS ALLOWED?

Yes. Hollywood Arts Collective is a pet-friendly community. Additional security deposit and pet rules apply for pets. Assistance animals are not considered pets. Please notify management if you have an assistance animal.

16. IS SMOKING ON THE PROPERTY ALLOWED?

No. Hollywood Arts Collective will be a 100% non-smoking community. This includes no smoking in the units, patios/balconies, and community areas. Residents or guests who choose to smoke are required to smoke off the property. This policy is strictly enforced.

17. DO 100% FULL-TIME STUDENT HOUSEHOLDS QUALIFY FOR THIS HOUSING?

100% full-time student households do not normally qualify unless they meet one of the exceptions. In order for a household of full-time students to be considered eligible, they must meet one of the following criteria:

- Any member of the household is married and either files or is entitled to file a joint tax return.
- The household consists of at least one single parent and his or her minor children, and the parent is not a dependent of a third party. Any children may be claimed as a dependent of either parent, regardless of tenancy in unit.
- At least one member of the household receives assistance under Title IV of the Social Security Act. (AFDC, TANF, CalWORKS, etc. – Not SSA or SSI)
- At least one member is enrolled in a job training program receiving assistance under the Work Investment Act (WIA) formerly known as the Job Training Partnership Act, or similar federal, state or local laws.
- At least one member of the household is under age 24 and has exited the Foster Care system within the previous 6 years.

18. HOW LONG WILL THE UNITS BE AFFORDABLE?

Use of the California Federal Tax Credit program requires the units remain affordable for at least 55 years. However, the developers propose to keep the rents affordable indefinitely.

19. WHO WILL MANAGE THE BUILDING?

Thomas Safran & Associates (TSA) will manage the building. TSA currently manages over 5,000 units in over 60 different communities that range from as small as 14 units on Santa Catalina Island to 283 units in Koreatown, Los Angeles.

20. WHERE CAN I FIND UPDATED INFORMATION THROUGHOUT THE APPLICATION PROCESS?

Information and updates on the application process and timeline can be found online at: www.thehollywoodartscollective.com or by calling our hotline at (888) 291-9994 or TTY: (800) 855-7100.