

PEEWEE HOMES

Application Cover Sheet

Pee Wee Homes (PWH) is a nonprofit building small, efficient homes for people with very low incomes, including those experiencing homelessness. PWH developments encourage independence while also providing communities of support and helping tenants access needed resources.

APPLICANT REQUIREMENTS

Applicants must meet the following criteria to be eligible for PWH:

- **Be currently homeless** (staying in a shelter or a place not meant for human habitation) **OR** **chronically homeless** (more than a year, or more than 4 instances of homelessness in the last 3 years).
- **Be willing and able to:**
 - Live alone and perform activities of daily living;
 - Participate in regular community meetings (at least 4 per year);
 - Uphold the [Community Agreement](#);
 - Sign a one-year lease;
 - Not smoke inside homes;
 - Open and maintain a personal savings or checking account
 - Set up automatic bank drafts for rent payments
- **Have a monthly income of between \$700 and \$1,675** while housed **OR** **have a housing choice voucher**. If you are receiving disability benefits of less than \$700/month due to your homelessness, but would be eligible for the full amount of disability once housed, please still apply!

AFFORDABILITY

Monthly rent rates are on a sliding scale and do not exceed 30% of an individual's monthly income. Tenants can expect to pay monthly rent between \$210 and \$500 (not including utilities). The current average rent of our residents is \$309/month.

ESCROW

A 10% portion of each on-time monthly rent payment will go toward an equity-building deposit held in escrow for the tenant to use as a cushion in emergencies or to transition to their next home.

OUR HOMES ARE SMALL

The homes range from 264-335 square feet each and are designed to provide affordable housing for single adults. The homes accommodate compact appliances and furniture and use the space efficiently; there is minimal space for storage. Many individuals enjoy living in an efficient space and appreciate the benefits of smaller monthly rent and utility bills as compared to larger homes - but living in a tiny home is not for everyone!

LIVING IN A PEE WEE HOMES COMMUNITY

Pee Wee Homes places a large emphasis on community and mutual support and employs a thoughtful tenant selection process reflecting these values. Tenants are expected to keep the community a safe and healthy space, attend regular Pee Wee Homes Community meetings, build healthy relationships with neighbors, respect and support those in recovery, and proactively address issues or concerns.

LOCATIONS

We currently have two duplexes situated in the Northside Neighborhood of Chapel Hill and three detached units on the campus of the Episcopal Church of the Advocate on Merin Road in Chapel Hill. All three locations have walkable access to Chapel Hill Transit.

WAITLIST PROCESS

If we do not have any available units at the time of your application, we will keep your application on file for a year from the date of submission. We may periodically contact you to confirm you are still interested in living in one of our homes and confirm you still meet eligibility requirements. When a home becomes available, we will reach out to qualified applicants by phone or email to confirm interest and eligibility and request additional information if needed.

Pee Wee Homes Rental Application

Mail completed applications to:
Pee Wee Homes, PO Box 17102, Chapel Hill, NC 27516, or
Email scanned applications to: info@peeweehomes.org
Questions? Email them to: info@peeweehomes.org

APPLICATION CHECKLIST

- Completed application packet**, including:
 - Signed Community Agreement
 - Signed Authorization to Check Registry

- Verification of current homelessness** - a letter from a shelter where you currently stay or recently stayed, or a personal letter about where you currently stay if not in a shelter.
- OR -
- Verification of chronic homelessness** - a letter from a shelter or other location where you currently stay or recently stayed, or a personal letter explaining your experience with homelessness over the last 3 years.

- Income verification** - documentation of your most recent 2 months of income (for example, pay stubs, benefit verification letters, most recent bank statements, etc.) If you do not receive income but have a housing voucher, then income verification is not required.

- If applicable*: Housing voucher verification** - a copy of your voucher or a letter from the voucher provider which includes the amount of your voucher

Important:

Are you currently working with someone through the HOME Committee and the Housing Help coordinated entry program? Yes No

If not, we encourage you to call the helpline at 919-245-2655 or email housinghelp@orangecountync.gov to access more resources.

PERSONAL INFORMATION

Please fully answer each question. If a question does not apply to you, write N/A.

Full Legal Name _____

Name Used (nickname): _____ Date of Birth ___/___/___

Mailing Address _____

City _____ State _____ Zip Code _____

Email Address _____

Phone Number _____ Alternate Phone Number _____

What is the best way to contact you? _____

Pee Wee Homes does not provide transportation; Are you prepared to use your own transportation or public transportation to get to and from this Pee Wee Home community?

Yes No

Vehicle Information (if applicable):

Make/ Model/ Color _____ License Plate Number _____

Personal References (Please list three personal references below): If applicable, please include here the person with whom you are working on finding housing (for example, a CEF advocate or social worker).

1. Name _____ Phone number _____

Relationship to you _____

2. Name _____ Phone number _____

Relationship to you _____

3. Name _____ Phone number _____

Relationship to you _____

Emergency Contacts (In case of emergency, we will notify the contacts below)

1. Name _____ Phone number _____

Relationship to you _____

Mailing Address of Contact _____

2. Name _____ Phone number _____

Relationship to you _____

Mailing Address of Contact _____

HOUSING INFORMATION

Please fully answer each question. If a question does not apply to you, write N/A.

1. In what county and state do you currently reside? _____

2. Where have you slept in the past month? (*check ALL that apply*)

Shelter

Shelter name(s) and dates: _____

Outdoors or abandoned place

Dates: _____

Transitional housing

Program name(s) and dates: _____

With family or friends

In a rental or home of my own

3. How long has it been since you lived in stable housing? _____

4. Do you need any special accommodations for housing (wheelchair accessible, no stairs, service animal, etc.)? Yes No

If yes, please provide details: _____

5. PWH accepts vouchers. Do you have any rental subsidies or housing vouchers?

Yes No

If yes, which kind? _____

Please attach a copy of your subsidy/voucher award letter.

INCOME INFORMATION

Please fully answer each question. If a question does not apply to you, write N/A.

1. Please list all your current monthly sources of income and attach documentation

Income Source <i>(check ALL that apply)</i>	Monthly Amount	How long do you expect to have this income?	Required Attachments
<input type="checkbox"/> Job(s)			pay stubs for most recent 2 months, OR letter from employer
<input type="checkbox"/> Supplemental Security Income/Social Security Disability Insurance			benefit verification letter
<input type="checkbox"/> Retirement or pension			benefit verification letter
<input type="checkbox"/> Veterans Benefits			benefit verification letter
<input type="checkbox"/> Other:			
<input type="checkbox"/> Other:			

2. Do you have a bank account(s)? Yes No

If Yes, at which bank(s)? _____

**Please attach 2 months of most recent bank statements. We ask about your bank accounts because we require an automatic draft of rent payments.*

If No, do you agree to open a bank account with the assistance of Pee Wee Homes?

Yes No

4. Are you able to pay deposits for and set up utility service (electricity & water)? Yes No

If No, please explain. _____

Employment History for Past 12 Months

(List current/most recent employment first; include all employment and self-employment)

1. Employer Name _____
Supervisor Name (if applicable) _____
Dates of Employment _____
Monthly Income _____
Address and Phone # _____
May we contact this employer? Yes No

2. Employer Name _____
Supervisor Name (if applicable) _____
Dates of Employment _____
Monthly Income _____
Address and Phone # _____
May we contact this employer? Yes No

3. Employer Name _____
Supervisor Name (if applicable) _____
Dates of Employment _____
Monthly Income _____
Address and Phone # _____
May we contact this employer? Yes No

4. Employer Name _____
Supervisor Name (if applicable) _____
Dates of Employment _____
Monthly Income _____
Address and Phone # _____
May we contact this employer? Yes No

BACKGROUND CHECK AGREEMENT

Pee Wee Homes seeks to support all community members including those who may have past criminal convictions. Having a criminal conviction in today’s America does not accurately predict a threat to others’ safety. Given this reality and the fact that those with convictions have already served the punishments assigned to them by the courts, PWH has determined there is no logical or ethical reason to justify conducting or considering criminal background checks. However, anyone who is listed on the sex offender registry is ineligible to live in certain PWH communities.

I understand that my name will be checked against National and Local Sex Offender Registries. If I have been convicted of a sexual assault which requires my participation in a National or Local Sex Offender Registry, I may not be eligible to reside in certain Pee Wee Homes.

Name (print)_____

Signature_____ Date_____

If applicant signs with “X”, a witness of that signature should sign below.

Name of witness, (print)_____

Signature of witness_____ Date_____

I understand that Pee Wee Homes is relying on the information that I have provided to determine my eligibility for housing in a PWH Community. I certify that all information and answers to the above questions are true and complete to the best of my knowledge. I give permission to verify all information provided. I understand that providing false information or making false statements may be grounds for denial of my application.

Name (print)_____

Signature_____ Date_____

If applicant signs with “X”, a witness of that signature should sign below.

Name of witness, (print)_____

Signature of witness_____ Date_____

COMMUNITY AGREEMENT

Pee Wee Homes provides small home rental opportunities within supportive communities. Residents should strive to be a respectful community member and contribute toward making it a safe, secure, and clean place to live.

As a Pee Wee Homes Resident, I agree to:

1. Help keep my community a safe and healthy space by:

- a. Keeping it free of any harassment or violence
- b. Respecting others' privacy, personal boundaries, and any confidential information about others' mental or physical health, finances, etc.
- c. Not using illegal substances
- d. Not engaging in illegal activity that might endanger yourself or others.
- e. Not smoking inside your or your neighbor's home
- f. Not brandishing weapons or firearms
- g. Not allowing pets or animals in your home except in the case of service or emotional support animals. (Requires documented approval from the PWH Tenancy Committee.)

2. Seek to build healthy relationships with my neighbors by:

- a. Attending the regular community meetings
- b. Respecting others and their ethnicity, religion, gender identity, sexual orientation, ability, lifestyle choices, and economic status.
- c. Keeping the area in and around my home and any shared spaces clean and orderly, and not storing any personal items outside my home.
- d. Honoring the quiet hours of my community (to be determined by residents).
- e. Understanding that new tenants are welcomed through a committee decision process and that guests must also go through this process if they wish to stay longer than 2 weeks.

3. Respect and support those in recovery by:

- a. Not consuming alcohol or drugs outside my home or in the neighborhood.
- b. Not coming to community meetings under the influence of any substances.

4. Proactively address issues or concerns by:

- a. Approaching my neighbors, Pee Wee Homes staff and volunteers with compassion and expressing any frustration or concerns in a productive and non-hostile way.
- b. Contacting the Property Manager and/or Executive Director with all maintenance issues as soon as possible.

- c. Contacting those on the Contact List in my **Tenant Handbook** if I have issues or concerns with property maintenance, emergencies, neighbors, or other individuals on the property.
- d. Following the grievance process described in my **Tenant Handbook** if I have issues or concerns with Pee Wee Homes staff or volunteer actions or policies.

I promise to honor all of these agreements, as well as others that are approved at community meetings. I know that Pee Wee Homes is a place where people value community and support each other. I will try to think of ways to make our community a better place to be. When I am concerned or upset with situations in the community, I will bring these problems to the attention of the appropriate people so that we can work together to find a solution. I willingly sign these agreements that are a contract between Pee Wee Homes and me.

Name (print)_____

Signature_____ Date_____

If applicant signs with "X", a witness of that signature should sign below.

Name of witness, (print)_____

Signature of witness_____ Date_____

You are done! Thanks for applying!