
FIRST MANAGEMENT SERVICES

TO: ALL NASHVILLE AREA SITE MANAGERS
FROM: KIRBY
SUBJECT: FIRST MANAGEMENT PARTICIPATION IN HOW'S NASHVILLE
DATE: 3/11/2013, 9:30 A.M. CST
CC: PATTI, DEANNA, NANCY

Dear Managers,

As many of you already know, I am serving as chair of the housing subcommittee of the Nashville Metropolitan Homeless Commission. I accepted that position because I believe Will Connelly, the new Executive Director, will end chronic (over 1 year) homelessness in Nashville in the next 4 years.

To accomplish that, Will has started the How's Nashville campaign as a part of the national 100,000 homes campaign. To learn more about both go to www.howsnashville.org or www.100khomes.org.

As a private landlord participant, we have agreed to make 17 units available to those considered most vulnerable under different qualifying criteria. Those criteria are as follows:

All applicants will be referred by the Metropolitan Homeless Commission.

Application fees will be waived.

Screening: You do not need to run credit but do run a criminal background check. We will not accept anyone on the sexual offenders registry, someone with an arson charge or conviction or other behaviour that would other residents in jeopardy. No violent felonies within the last 3 years. If there has been a drug offense in the last 3 years, discuss with your regional manager.. Applicant will be 18 years of age or older. Applicant does not require hospital, medical or nursing home care.

Lease term is month to month without a premium.

Deposits: \$100 cash deposit required

Pets: We will not accept residents with pets under this program.

Renters insurance: We require 6 months paid up front.

Utilities: The resident will be responsible for electricity.

You will invoice the Metropolitan Government for the pro-rated rent, 6 months of renter's insurance and the \$100 security deposit.

Rent: If the resident has no source of income, the rent is \$50 per month. If they have income, rent will be 30% of their income. Put the rent in at market and concession the difference. Inform them at move in that it is their duty to inform us of any change of income. We may accept Housing Assistance Vouchers or Veterans Assistance Vouchers for this class of applicant on a case by case basis.

The Tennessee Fair Housing Counsel has agreed that we may modify our criteria for this class of residents only – i.e. you should not have to approve anyone else under these modified criteria.

Each formerly homeless resident will be assigned a case worker. Get this case workers' cell phone number in case you have issues or need to tell them something about their client.

These residents will be expected to abide by the same rules and regulations as our other residents. That being said, it will take some adjusting to go from living on the street to living with others. I would appreciate your working with them and coaching them on how to do that. We want them to succeed so go the extra mile so long as it does not damage the property or your other residents.