



Online Application Guide

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Login

Email

localhousingauthority+johnfredrick@gmail.com

Password

••••••••

[Forgot password?](#)

[Click here to register](#)

Login

First, enter your email address and password on the Login page.

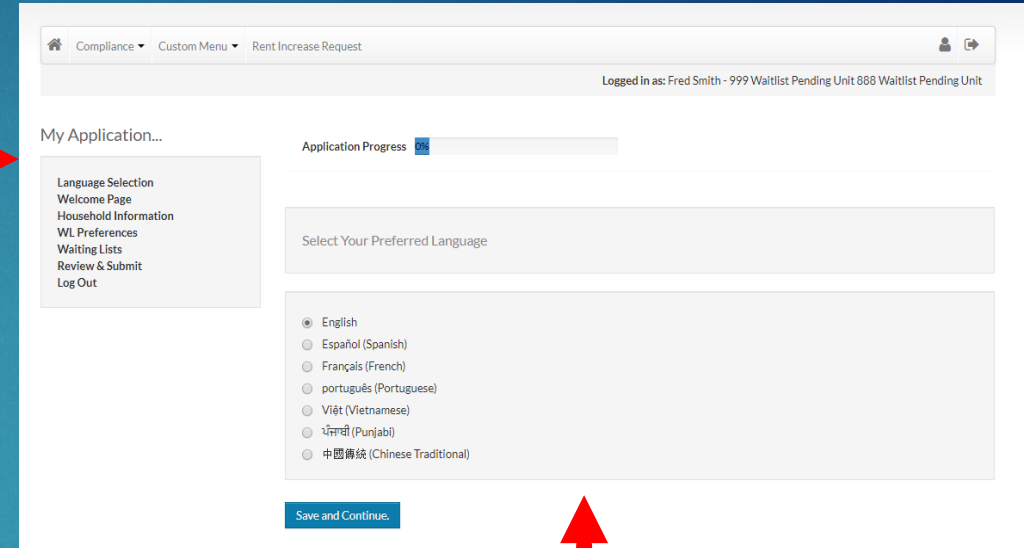
Next, click **Login**.

Open the Application:

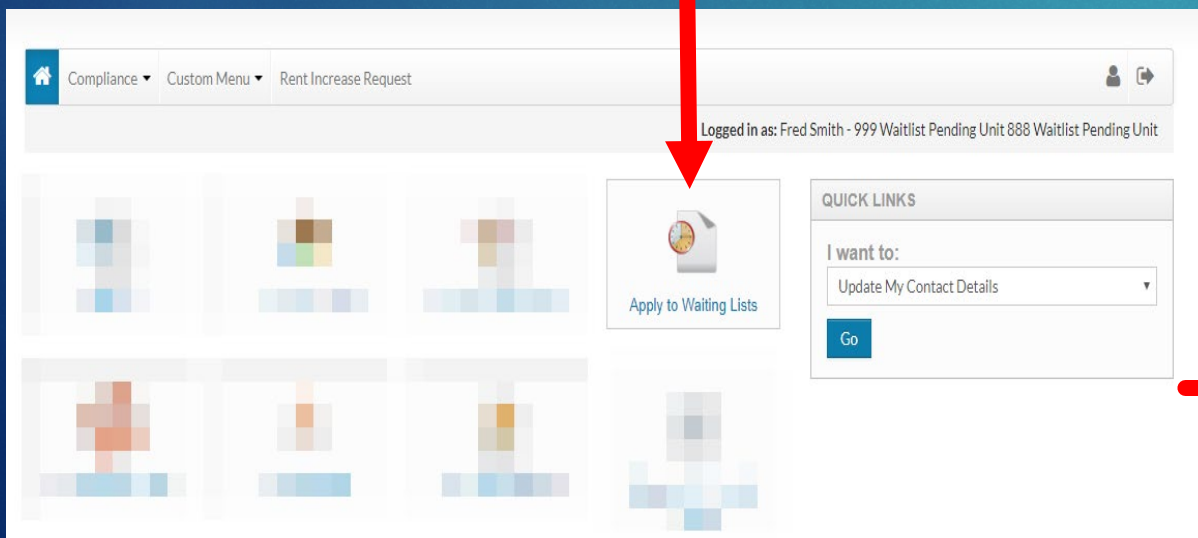
3

After you log in, most users will see the online application.

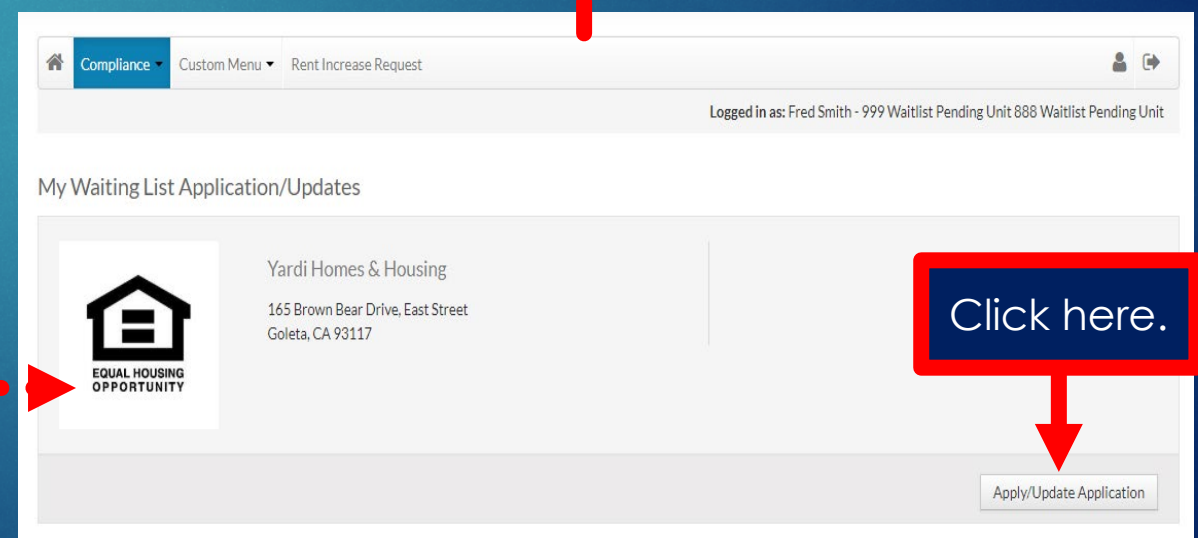
If this dashboard appears when you log in, select **Apply to Waiting Lists:**



This screenshot shows the 'My Application...' dashboard. At the top, there's a navigation bar with 'Compliance', 'Custom Menu', and 'Rent Increase Request'. Below this, it says 'Logged in as: Fred Smith - 999 Waitlist Pending Unit 888 Waitlist Pending Unit'. The main content area is divided into two sections. On the left, under 'My Application...', there's a list of links: 'Language Selection', 'Welcome Page', 'Household Information', 'WL Preferences', 'Waiting Lists', 'Review & Submit', and 'Log Out'. On the right, there's an 'Application Progress' bar showing 0% completion. Below this is a section titled 'Select Your Preferred Language' with a list of radio buttons for different languages: English (selected), Español (Spanish), Français (French), português (Portuguese), Việt (Vietnamese), ਪੰਜਾਬੀ (Punjabi), and 中國傳統 (Chinese Traditional). At the bottom right of this section is a 'Save and Continue' button.



This screenshot shows the user dashboard. At the top, there's a navigation bar with 'Compliance', 'Custom Menu', and 'Rent Increase Request'. Below this, it says 'Logged in as: Fred Smith - 999 Waitlist Pending Unit 888 Waitlist Pending Unit'. The main content area features a grid of icons. One icon, labeled 'Apply to Waiting Lists', is highlighted with a red arrow pointing to it. To the right of the grid is a 'QUICK LINKS' section with a dropdown menu labeled 'I want to:' and the option 'Update My Contact Details'. Below this is a 'Go' button.



This screenshot shows the 'My Waiting List Application/Updates' page. At the top, there's a navigation bar with 'Compliance', 'Custom Menu', and 'Rent Increase Request'. Below this, it says 'Logged in as: Fred Smith - 999 Waitlist Pending Unit 888 Waitlist Pending Unit'. The main content area features a large card for 'Yardi Homes & Housing' with the address '165 Brown Bear Drive, East Street, Goleta, CA 93117'. To the left of the address is a logo for 'EQUAL HOUSING OPPORTUNITY'. At the bottom right of the card is a button labeled 'Apply/Update Application', which is highlighted with a red arrow pointing to it.

Click here.

Application Overview:

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Track your progress as you finish each step.
To return to a previous step, select it from
this side menu.

The screenshot shows a web application interface for tracking progress. At the top, there is a navigation bar with a home icon, a 'Compliance' dropdown menu, a 'Custom Menu' dropdown menu, and a 'References' link. On the right side of the navigation bar, there is a user profile icon and a share icon. Below the navigation bar, the main content area is divided into two sections. On the left, there is a sidebar titled 'My Application...' which contains a list of steps: 'Language Selection', 'Welcome Page', 'Household Information', 'WL Preferences', 'Waiting Lists', 'Review & Submit', and 'Log Out'. The 'Language Selection' step is highlighted with a red box. A red dashed arrow points from the 'Language Selection' step in the sidebar to the 'Select Your Preferred Language' section in the main content area. In the main content area, there is a section titled 'Select Your Preferred Language' which contains a list of radio buttons for different languages: 'English', 'Español (Spanish)', 'Français (French)', 'português (Portuguese)', 'Việt (Vietnamese)', 'ਪੰਜਾਬੀ (Punjabi)', and '中國傳統 (Chinese Traditional)'. The 'English' option is selected. Below this list, there is a blue button labeled 'Save and Continue.'. A red arrow points from the 'Save and Continue.' button to a red box containing the text 'After you finish each step, click Save and Continue.'

My Application...

- Language Selection
- Welcome Page
- Household Information
- WL Preferences
- Waiting Lists
- Review & Submit
- Log Out

Application Progress 0%

Select Your Preferred Language

- ☒ English
- ☐ Español (Spanish)
- ☐ Français (French)
- ☐ português (Portuguese)
- ☐ Việt (Vietnamese)
- ☐ ਪੰਜਾਬੀ (Punjabi)
- ☐ 中國傳統 (Chinese Traditional)

Save and Continue.

After you finish each step, click **Save and Continue.**

Select Your Language:

5

The screenshot shows a web application interface. At the top, there is a navigation bar with a home icon, a 'Compliance' dropdown, a 'Custom Menu' dropdown, and a 'Rent Increase Request' link. On the right of the navigation bar, there is a user profile icon and a share icon. Below the navigation bar, a status bar indicates 'Logged in as: Fred Smith - 999 Waitlist Pending Unit 888 Waitlist Pending Unit'. The main content area is titled 'My Application...' and features a sidebar on the left with a list of application steps: 'Language Selection', 'Welcome Page', 'Household Information', 'WL Preferences', 'Waiting Lists', 'Review & Submit', and 'Log Out'. The 'Language Selection' step is currently active. The main content area displays 'Application Progress' at 0% and a section titled 'Select Your Preferred Language'. This section contains a list of languages with radio buttons: English (selected), Español (Spanish), Français (French), português (Portuguese), Việt (Vietnamese), ਪੰਜਾਬੀ (Punjabi), and 中國傳統 (Chinese Traditional). A red box highlights the language list, and a red arrow points from a text box 'Select your language*' to it. Below the language list is a blue button labeled 'Save and Continue.'.

Home Compliance Custom Menu Rent Increase Request

Logged in as: Fred Smith - 999 Waitlist Pending Unit 888 Waitlist Pending Unit

My Application...

Language Selection
Welcome Page
Household Information
WL Preferences
Waiting Lists
Review & Submit
Log Out

Application Progress 0%

Select Your Preferred Language

☒ English
☐ Español (Spanish)
☐ Français (French)
☐ português (Portuguese)
☐ Việt (Vietnamese)
☐ ਪੰਜਾਬੀ (Punjabi)
☐ 中國傳統 (Chinese Traditional)

Save and Continue.

Select your language*

**If the language you need is not listed here, contact the housing agency.*

Enter Your Contact Information:

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My Application...

Application Progress **15%**

Applications & Certifications | Hi, John ▾

Language Selection
Welcome Page
Contact Information
Household Information
WL Preferences
Waiting Lists
Review & Submit
Log Out

Your Contact Information

Mailing Address* 123 Ocean Blvd
APT 105
City Goleta
State CA ▾
Zip 93117
☐ I do not have a mailing address.
E-mail localhousingauthority+johnfredrick@
Main Contact (555) 555-5555
Alternate (555) 555-5555
Mobile (555) 555-5555

Enter your contact information in these boxes.

Go Back.

Save and Continue.

Enter Household Member Details:

7

My Application...

Application Progress

31%

Applications & Certifications | Hi, John ▾

Language Selection
Welcome Page
Contact Information
Household Information

Household Members

Annual Income

Unit Accessibility

Special Circumstances

Additional Details

WL Preferences
Waiting Lists
Review & Submit
Log Out

Household Members

Add all of the members who will be living in your household.

Add Member

Click the **More Info Needed** button for the Head of Household.

First Name	Last Name	Date of Birth	Relationship	Age	Gender		
John	Fredrick	(Blank)	Head of Household	(Blank)	(Blank)	More Info Needed	Delete

Showing 1 to 1 of 1 entries

Go Back.

Save and Continue.


Member Details Screen (1 of 3):

Complete the member details screen for the Head of Household. Repeat this step for each member of your household.

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Tell Us About Household Members

Member Details

First Name*	<input type="text" value="John"/>
Middle Name	<input type="text" value="Kelly"/>
	<input type="checkbox"/> No Middle Name
Last Name*	<input type="text" value="Fredrick"/>
Date of Birth*	<input type="text" value="11/11/1977"/>
Social Security Number (If this person does not have a SSN, enter 999-99-9999)*	<input type="text" value="....."/> 
Gender*	<input type="text" value="Male"/> ▼
Relationship to the Head of Household*	<input type="text" value="Head of Household"/> ▼

Note: Some of the Head of Household's details are locked.

Member Details Screen (2 of 3):

9

Tell Us About Household Members

Relationship to the Head of Household*	Head of Household ▼
Is this person disabled?*	No ▼
Hispanic or Latino*	No ▼
American Indian or Alaska Native*	No ▼
Asian*	No ▼
Black or African American*	No ▼
Native Hawaiian or Other Pacific Islander*	No ▼
White*	Yes ▼
<input type="checkbox"/> I decline to report race	

“I’m Hispanic/Latino. Why do I have to select an additional race?”
The U.S. government defines Hispanic/Latino as a separate ethnic category.

Select at least one race or choose, **I decline to report race.**

Member Details Screen (3 of 3):

10

Notes:

Is this person a United States citizen by birth, a naturalized citizen, or a U.S. national?*

Does this person have eligible immigration status?*

Save Cancel

PHA GOLD WAIT | WAITING LIST GOLETA, CA 93117 | (535) 353-3453

The screenshot shows a web form with a 'Notes' section at the top. Below it are two questions. The first question, 'Is this person a United States citizen by birth, a naturalized citizen, or a U.S. national?*', has a dropdown menu with 'I don't know' selected. The second question, 'Does this person have eligible immigration status?*', has a dropdown menu with 'Yes', 'No', and 'I don't know' options, where 'Yes' is currently selected. At the bottom left of the form are 'Save' and 'Cancel' buttons. A footer bar at the bottom contains the text 'PHA GOLD WAIT | WAITING LIST GOLETA, CA 93117 | (535) 353-3453'.

Answer the citizenship question. If you are unsure, select **I don't know**.

If this question appears, you must answer it. If you are unsure, select **I don't know**.

Click **Save** when you're done.

Add All Household Members:

11

My Application...

Application Progress 31%

Applications & Certifications | Hi, John ▾

Language Selection
Welcome Page
Contact Information
Household Information
Household Members

Annual Income
Unit Accessibility
Special Circumstances

Additional Details

WL Preferences
Waiting Lists
Review & Submit
Log Out

Household Members

Add all of the members who will be living in your household.

Add Member

Click **Add Member** to add each additional household member.

Search:

First Name	Last Name	Date of Birth	Relationship	Age	Gender		
John	Fredrick	11/11/1977	Head of Household	41	Male	Edit	Delete

Showing 1 to 1 of 1 entries

Go Back.

Save and Continue.

Review Household Members:

12

My Application...

Application Progress 31%

Applications & Certifications | Hi, John ▾

Language Selection
Welcome Page
Contact Information
Household Information

Household Members

Annual Income

Unit Accessibility

Special Circumstances

Additional Details

WL Preferences
Waiting Lists
Review & Submit
Log Out

Household Members

Add all of the members who will be living in your household.

Add Member

After you add a household member, you can edit or delete their information.

Search:

First Name	Last Name	Date of Birth	Relationship	Age	Gender		
John	Fredrick	11/11/1977	Head of Household	41	Male	Edit	Delete
Mary	Fredrick	11/11/1980	Spouse	38	Female	Edit	Delete

Showing 1 to 2 of 2 entries

Go Back.

Save and Continue.

After you've added all household members, click **Save and Continue.**

Enter Household Income:

13

My Application...

Application Progress 38%

Applications & Certifications | Hi, John ▾

Language Selection
Welcome Page
Contact Information
Household Information
Household Members
Annual Income
Unit Accessibility
Special Circumstances
Additional Details
WL Preferences
Waiting Lists
Review & Submit
Log Out

Annual Income

What is the combined annual income for all members of your household?

Annual Income*

Go Back. Save and Continue.

Enter annual income here.

Note: Enter an estimate of your household's yearly income. If you are selected for housing assistance, you'll be required to verify your income at that time.

Select Unit Accessibility Needs:

14

My Application...

Application Progress 46%

Applications & Certifications | Hi, John ▾

Language Selection
Welcome Page
Contact Information
Household Information

Household Members

Annual Income

Unit Accessibility

Special Circumstances

Additional Details

WL Preferences
Waiting Lists
Review & Submit
Log Out

Unit Accessibility

Will any member in your household require unit accessibility accommodations? Select all that apply.

If no accessibility accommodations are needed, select "None."

Hearing Access

☐

Mobility Access

☐

Sight Access

☐

None

☒

Select all that apply

Go Back.

Save and Continue.

Select Special Circumstances:

15

My Application...

Application Progress 54%

Applications & Certifications | Hi, John ▾

Language Selection
Welcome Page
Contact Information
Household Information
Household Members
Annual Income
Unit Accessibility
Special Circumstances
Additional Details
WL Preferences
Waiting Lists
Review & Submit
Log Out

Special Circumstances

Are you currently displaced or homeless?

If neither apply to you, select "None."

Displaced ☐
Homeless ☐
None ☒

Go Back. Save and Continue.

Select all that apply.

“What does ‘Displaced’ mean?”

“Displaced” means your family was forced to leave your home due to a natural disaster declared by a local, state, or federal government.

Answer Additional Questions:

16

My Application...

Application Progress 62%

Applications & Certifications | Hi, John ▾

- Language Selection
- Welcome Page
- Contact Information
- Household Information
 - Household Members
- Annual Income
- Unit Accessibility
- Special Circumstances
- Additional Details**
- WL Preferences
- Waiting Lists
- Review & Submit
- Log Out

Additional Details

Answer any additional required questions about your household members.

Go Back Save and Continue.

Select Waiting List Preferences:

17

My Application...

Application Progress

69%

Applications & Certifications | Hi, John ▾

Language Selection
Welcome Page
Contact Information
Household Information
WL Preferences
Waiting Lists
Review & Submit
Log Out

Waiting List Preferences

If none apply, click [Save and Continue](#).

Search:

Select	Preferences	Description
<input type="checkbox"/>	Elderly	Head, Spouse or Co-Head is 62 years or older.
<input type="checkbox"/>	Veteran	Veteran as defined by agency guidelines.

[Go Back.](#)

[Save and Continue.](#)

Select all
that apply.

“What are preferences?”

Some housing programs give priority to certain groups, such as military veterans. Contact the housing agency for additional information.

Select Waiting List(s):

18

My Application...

Language Selection
Welcome Page
Contact Information
Household Information
WL Preferences
Waiting Lists
Review & Submit
Log Out

Application Progress

77%

● Applications & Certifications | Hi, John ▾

Waiting Lists

Select the waiting list(s) that you want to apply to.

Search:

Select	Waiting list	Description
<input checked="" type="checkbox"/>	HCV Lottery	Housing Choice Voucher sorted by Lottery

Select the waiting list(s)
you want to apply to.

Go Back.

Save and Continue.

Review and Submit Your Application:

19

My Application...

Application Progress

85%

Applications & Certifications | Hi, John ▾

Language Selection
Welcome Page
Contact Information
Household Information
WL Preferences
Waiting Lists
Review & Submit
Log Out

Final review & submission

Confirm that your application information is correct. You can click [Go Back](#) to return to the previous page or use the side menu to navigate directly to each section of the application.

Household Members

Annual Income

Unit Accessibility

Special Circumstances

Additional Details

WL Preferences

Waiting Lists

First Name	Last Name	Date of Birth	Relationship	Age	Gender	Citizenship
John	Fredrick	11/11/1977	Head of Household	41	Male	Eligible Citizen
Mary	Fredrick	11/11/1980	Spouse	38	Female	Eligible Citizen

Terms and Conditions

As required by law, I authorize you to obtain an investigative reporting in connection with this application. I also understand that any false, deceptive, or absent information will result in rejection of this application. All applications are conditional upon final review of supporting documentation by Public Housing Management.

I have read, understand, and accept the contents of the disclosures provided in this application.

☒ I accept all of the above Terms and Conditions.

[Go Back](#)

[Save and Continue](#)

Accept the
terms and
conditions.

When you are ready, click **Save and Continue** to submit the application.

My Application...

- Language Selection
- Welcome Page
- Contact Information
- Household Information
- WL Preferences
- Waiting Lists
- Review & Submit
- Log Out

Application Progress

100%

Applications & Certifications | Hi, John ▾

Application Submitted

Your application has been submitted. Click Log Out to exit.

Download Application as PDF

Go Back.

Log Out.

After you submit the application, click here to download a copy for your records.

Online Application Summary

Profile	
John Fredrick 123 Ocean Blvd APT 105 Goleta, CA 93117	Main Contact: 555-555-5555 Alternate: Mobile: E-mail: localhousingauthority+johnfredrick@gmail.com
Applied Date:	3/25/2019 7:10:19 PM
Application Status:	Submitted

Household Information					
Name	Member	SSN	DOB	Age	Gender
John Kelly Fredrick	Head of Household	XXX-XX-9999	11/11/1977	41	M
Mary Ann Fredrick	Spouse	XXX-XX-9999	11/11/1980	38	F

Income	
Annual Income:	16,000.00

Special Needs	Access
<input type="checkbox"/> Displaced	<input type="checkbox"/> Hearing Access
<input type="checkbox"/> Homeless	<input type="checkbox"/> Mobility Access
<input checked="" type="checkbox"/> None	<input type="checkbox"/> Sight Access
	<input checked="" type="checkbox"/> None

Log Out:

22

Log out to
protect your
information.

First, click on
your name.

My Applications & Certifications



Yardi Homes & Housing

165 Brown Bear Drive, East Street
Goleta, CA 93117

Account Information

- Type: 50058 Online Application
- Status: Pending
- Last Update Date: 3/25/2019
- Created Date: 3/25/2019

View

Applications & Certifications | Hi, John

My Profile

Logout

Next, click
Logout.

“What do I do next?”

- **Check your email inbox.** We will send you an email when we process your application and you are placed on a waiting list. Continue checking your email for future announcements from our agency.
- **Keep your profile up-to-date.** If any of your information changes, log in to this online portal and update your application.
- **Check our website.** We post information about future waiting list openings and other agency news on our website.