

CPO MANAGEMENT SUBSIDIZED HOUSING



WAITLISTS OPENING:

- **3 Bedroom Multifamily Waitlist**
will open 3/19/2015 until 4/2/2015
- **Senior Housing Waitlist**
currently open (limited time)

WAITLIST CLOSING:

- **1 & 2 Bedroom Multifamily Waitlist**
open 2/3/2015 until 3/17/2015

Applications accepted Tuesdays & Thursdays 10AM – 3PM ONLY*

*Extended application hours from 8AM - 3PM on March 19th only. Rent based on 30% gross annual income. Income restrictions apply. Applicants may not apply for a specific apartment as availability varies. See website for additional information.

Leasing Office: 910 East Broad Street | Columbus, OH 43205
Phone: 614.253.0984 | www.cpoms.org



cpo management
community properties of ohio



OCCH
OHIO CAPITAL
CORPORATION
FOR HOUSING

Our organizations fully support the principles of the Fair Housing Act, which prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, gender, familial status, military status or disability.

PROJECT-BASED SUBSIDIZED HOUSING* APPLICATION
FREQUENTLY ASKED QUESTIONS

What do I need to bring when I submit my application?

CPO Management requires all applying household members over the age of 18 be present at the time of application, bring a photo ID and provide their Social Security numbers. In addition, we will need to verify your household composition if there are any minor children living in your home. We suggest you also bring birth certificates and Social Security cards for all household members.

Does a “pre-approval” mean that I have been approved for CPO housing?

No. An application that has been pre-approved has passed the initial credit & criminal background check, your household size meets the occupancy standard and your reported income qualifies. When your household comes to the top of the waitlist, we will bring you in for an interview and verify all household information and ensure you qualify,

When will I know if I’m pre-approved?

Your application will be processed and a pre-approval will be issued within one month via mail only. A pre-approved application does not guarantee you will qualify once a unit is available (see question above).

How do I check on the status of my application?

We will mail you a letter within one month which will notify you of the status of your application. Please be sure we have your accurate contact information at all times. We discourage telephone calls within the first thirty (30) days after you submit your application. If you have not received a letter within one month, you may call to inquire.

Should I select one area (east or north) or all areas (i.e. east, north or south)?

You may wait longer for housing if you only select one area. For example, if an apartment becomes available that is not in your preferred area, you will not be offered the apartment, even if you are next on the waiting list.

Can I choose how many bedrooms I want?

CPO’s standard occupancy is a minimum of one person per bedroom and a maximum of two people per bedroom.

What should I do if my address or telephone number changes?

Come to CPO Management’s office and fill out a Change Reporting form. Updates will not be taken over the phone.

How many apartments can I be shown?

Once your household comes to the top of the waiting list, you’ve been interviewed, and your application is approved, you will be able to tour to two (2) apartment homes. If you do not accept either apartment, you will be removed from the waiting list. You will then be permitted to reapply within one year, permitted the waitlist is open at that time.

**All information provided above pertains to CPO’s multifamily subsidized housing portfolio. For additional housing options, visit <http://propertylist.cpoms.org/>*

