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March 12, 2018

The Everett Housing Authority (EHA) will open its Project Based Voucher waitlists for the Douglas Grove (2br & 3br) and Wiggums Park Place (3br only) Apartments. Information on how to apply can be found on our website at [www.evha.org](http://www.evha.org).

These waitlists will be opened March 23, 2018 at 10:00am and will remain open until further notice. Applications may only be submitted through our online application system and will be ordered by date and time of submission. The online application is accessible from any web browser and available to applicants using a smart phone. The web address for the application is: <https://www.rentcafe.com/onlineleasing/everett-housing-authority/guestlogin.aspx>. Applicants must have an e-mail address. Applicants who require a reasonable accommodation should contact EHA staff at (425) 303-1148.

Please share the enclosed information sheet with clients or constituents that would be interested in applying. We also have this information translated into Spanish, Russian, Arabic and Vietnamese, please contact housing staff at [applications@evha.org](mailto:applications@evha.org) or (425) 303-1148 for those versions.

Sincerely,

Tabitha Albertson  
Senior Property Manager  
425-303-1148  
[Tabithaa@evha.org](mailto:Tabithaa@evha.org)





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### Douglas Grove and Wiggums Park Place Project Based Voucher Waiting List Opening

The Everett Housing Authority (EHA) will be opening the Project Based Voucher waiting lists for the Douglas Grove (2br & 3br) and Wiggums Park Place (3br only) Apartments. Applications will be accepted starting March 09, 2018, at 10:00am and remain open until further notice. Applications must be submitted online, through EHA's Housing Café website. The website for Housing Café is: <https://www.housingcafe.com/onlineleasing/everett-housing-authority/guestlogin.aspx>. There will also be a link on the EHA's website [www.evha.org](http://www.evha.org).

The online application is accessible from any web browser and available to applicants using a smart phone. Applicants will need to have a unique e-mail address to submit an online application. EHA will provide computer access to complete the online application at the following locations:

<b>Wiggums Park Place:</b>	<b>2701 12<sup>th</sup> St, Everett, WA 98201</b>	<b>(425) 339-1042</b>
<b>Broadway Plaza:</b>	<b>3020 Broadway, Everett, WA 98201</b>	<b>(425) 303-1145</b>

Applicants are encouraged to use personal or community resources to access the application.

Only one application per family will be accepted and applicants must be 18 years of age or older. Applications will be organized by date and time of submission and program eligibility will be determined when the applicant reaches the top of the waiting list. Placement on the waiting list does not indicate that the family is, in fact, eligible for assistance.

EHA will send email notification of the preliminary eligibility determination within 60 calendar days of receiving a complete application. Applicants may be selected from the waitlist as soon as March 2018. Applicants will not be provided with a position number on the waiting list, only confirmation that they are on the waiting list. We are unable to give specific information about how long an applicant will be on the waiting list.

If you or anyone in your family is a person with disabilities, and you require a specific accommodation to fully utilize our programs and services, please contact the housing authority. The online application is available in English, Spanish, Russian, Arabic, Vietnamese, and Korean. We also provide translation services for people with limited English proficiency upon request, free of charge. Requests for reasonable accommodation should be directed to 425-303-1148.

Sincerely,

Tabitha Albertson  
Senior Property Manager  
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