



BURLEIGH COUNTY HOUSING AUTHORITY

and/or

WASHINGTON COURT

410 SOUTH 2ND STREET, BISMARCK, ND 58504

Phone (701)255-2540, Fax (701) 255-3459 TDD: 1-800-545-1833 EXT. 439

www.burleighcountyhousing.com

Nicole Schurhamer
Executive Director



For your information!

- Incomplete applications will be returned and will extend your wait time.
- **No photocopies or faxed applications will be accepted.**
- Washington Court and Public Housing bedroom eligibility is based on size of the family per HUD Regulations, so please list all persons living in your household on your application so you will be placed on the appropriate waiting lists. If you are expecting a child, please list the unborn child and due date as a household member on application.
- **Waiting List Estimates** are based on the date and time that a COMPLETED application is received in our office and indicates how long it could take for your application to reach the top of the Waiting List.
- Eligibility is not determined until you reach the top of the waiting list. Please note copies of the administrative plans are available online at www.burleighcountyhousing.com.
- If you are a student applying for the Housing Choice Voucher Program (HAP) please ask for a copy of the student eligibility requirements.
- **Applicants will be removed from the waiting list** under the following circumstances:
 1. At any time upon the written request of the Applicant to be removed from the waiting list is received; or
 2. When the Applicant has failed to respond to the notification of an available unit within ten days of the date of the notification, or fails to appear for a set appointment; or
 3. When the Applicant has responded to the notification of an available unit and failed to appear for the appointment; or
 4. When the Applicant has failed to return completed landlord references within ten days of the date mailed; or
 5. When the Applicant is no longer eligible for the program; or
 6. When the Applicant has been offered an available unit and has refused the unit; or
 7. When regular mail sent to the address on the completed or updated application is returned by the USPS, unopened and/or undeliverable; or
 8. When the household size of the Applicant no longer qualifies for the bedroom size applied for or pursuant to Occupancy Standards.

See other side for waiting list estimates!

- Waiting List Estimates -

► Washington Court (Property owned by Community Homes of Bismarck, CHBI)		
	<u>Apartments on South Washington & Arbor - Bedrooms (1) (2) (3)</u> <ul style="list-style-type: none"> • Utilities Included • Off Street Parking • Playground • Based on 30% of your gross income • On-site Laundry • Security Patrol • Winter Plug-In Outlet Fee 	<i>Estimated Waiting:</i> 1 Bedroom – <u>CLOSED</u> 2 Bedroom – <u>3-12 months</u> 3 Bedroom – <u>3-12 months</u>
► Public Housing (Property owned by Burleigh County Housing Authority)		
	<u>Cul-de-sacs on S Washington (2 bdrms) West Bowen Avenue (1bdrms)</u> <ul style="list-style-type: none"> • Tenants Pay: Electricity • Air Conditioner Rentals \$6/Month • Security Deposit one-month gross rent or \$150.00 whichever is greater. • Rent is based on 30% gross income. • Lawn care provided • Off street parking Security Patrolled <u>Tatley Place on South Washington Street - Bedrooms (2) (3)</u> <ul style="list-style-type: none"> • Tenants Pay: Heat & Lights • No air conditioners provided • Security Deposit one-month gross rent or \$150.00 whichever is greater. • Rent is based on 30% gross income. • Lawn care provided • Off street parking • Security Patrolled • Washer/dryer hook-up <u>Houses at Scattered sites - Bedrooms (3) (4)</u> <ul style="list-style-type: none"> • Tenants Pay: Heat & Lights • No air conditioners provided • Security Deposit one-month gross rent or \$150.00 whichever is greater • Rent is based on 30% gross income. • Off street parking 	<i>Estimated Waiting:</i> 1 Bedroom – <u>CLOSED</u> 2 Bedroom – <u>CLOSED</u> 3 Bedroom – <u>6-9 months</u> 4 Bedroom – <u>6-18 months</u>
► Housing Choice Voucher Program (HAP assistance in Burleigh, Kidder or Sheridan County)		
	<ul style="list-style-type: none"> • Based on 30% of your gross income • Tenant finds HAP approved unit • Kidder County (50 miles east of Bismarck) • Sheridan County (75 miles north east of Bismarck) 	<i>Estimated Waiting:</i> <u>18-24 months</u>
► Crescent Manor/Crescent West (Designated <u>elderly only</u> 55+ years)		
	<u>East Bowen Avenue</u> <ul style="list-style-type: none"> • Heat, lights, water and sewer included in rent • Noon meal available Monday thru Friday • Off street parking, winter plug-in outlet fee • Security Deposit \$150.00 • Beauty Salon, Chapel, Game Room • Rent is based on 30% gross income. • Security Patrolled • No cost to use washers and dryers • Transit Bus Service • Long Distance Phone Service 	<i>Estimated Waiting:</i> 1 Bedroom – <u>2-6 months</u>
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