

Welcome

2026 Property Based Waitlist Opening





Our Mission

Home Forward is creating a better community by providing housing stability through affordable housing development, housing choice expansion, services that support quality of life, and advocacy to improve local and national housing systems.





We appreciate you.

Thank you all for taking time to learn about the Home Forward
Waitlist openings

We are excited to provide you with information to assist
members of our community apply for housing



Agenda

Waitlist Opening Overview

- Dates, Program Details, Eligibility
- The Applicant Guide and Other Resources

How You Can Help

- Partner Toolkit

Preview of the Application

- How to Register and Apply

Q&A

- The information will be presented; the Q&A box will be monitored throughout the presentation and then there will be an opportunity for more questions and answers at the end of the presentation.

Property Based Waitlist Opening

Application opens

Sept 9th at 9 a.m. PST

Application closes

Sept 21st at 11:59 p.m. PST

Application, Resources, and FAQs:
www.homeforward.org/waitlists

*Applications must be received by the
application close date & time.*





What is the Property Based Program?

- A property-based waitlist is for rent assistance that is tied to a specific Home Forward apartment community.
- Home Forward is opening 5 property-based waitlists with a variety of bedroom sizes available.
- Applicants can apply for one or more of these waiting lists.
- Individuals are selected off the waitlist as units become vacant.
- The resident will pay rent to the property based on income, unit, and household size.



We are opening our waitlists at three of our existing properties and two new properties. The rental assistance is tied to the properties; otherwise known as Project Based Rent Assistance.

Wait List	Description
Meadowlark	Studio, 1-bedroom, 2-bedroom, 3-bedroom, 4-bedroom
Medallion Apartments	Senior/Disabled Only – 1-bedroom
Dahlke	Senior/Disabled Only – 1-bedroom
Hollywood East	Senior/Disabled Only – Studio
Gresham Civic (opening 2027)	2-bedroom, 3-bedroom, 4-bedroom

Meadowlark Place

- Reconstruction
- Former site of Peaceful Villa in the Clinton/Richmond Neighborhood in SE Portland
- Project Based Voucher (PBV)
- Lease up is expected in Winter 2027 and another wave in Spring
- First wave, returning Peaceful Villa residents.

<https://www.homeforward.org/apartment-communities/>



Gresham Civic (new name tba)

- New Construction
- 1570 NW Civic Drive, Gresham
- Project Based Voucher (PBV)
- Lease up is expected in Spring 2027

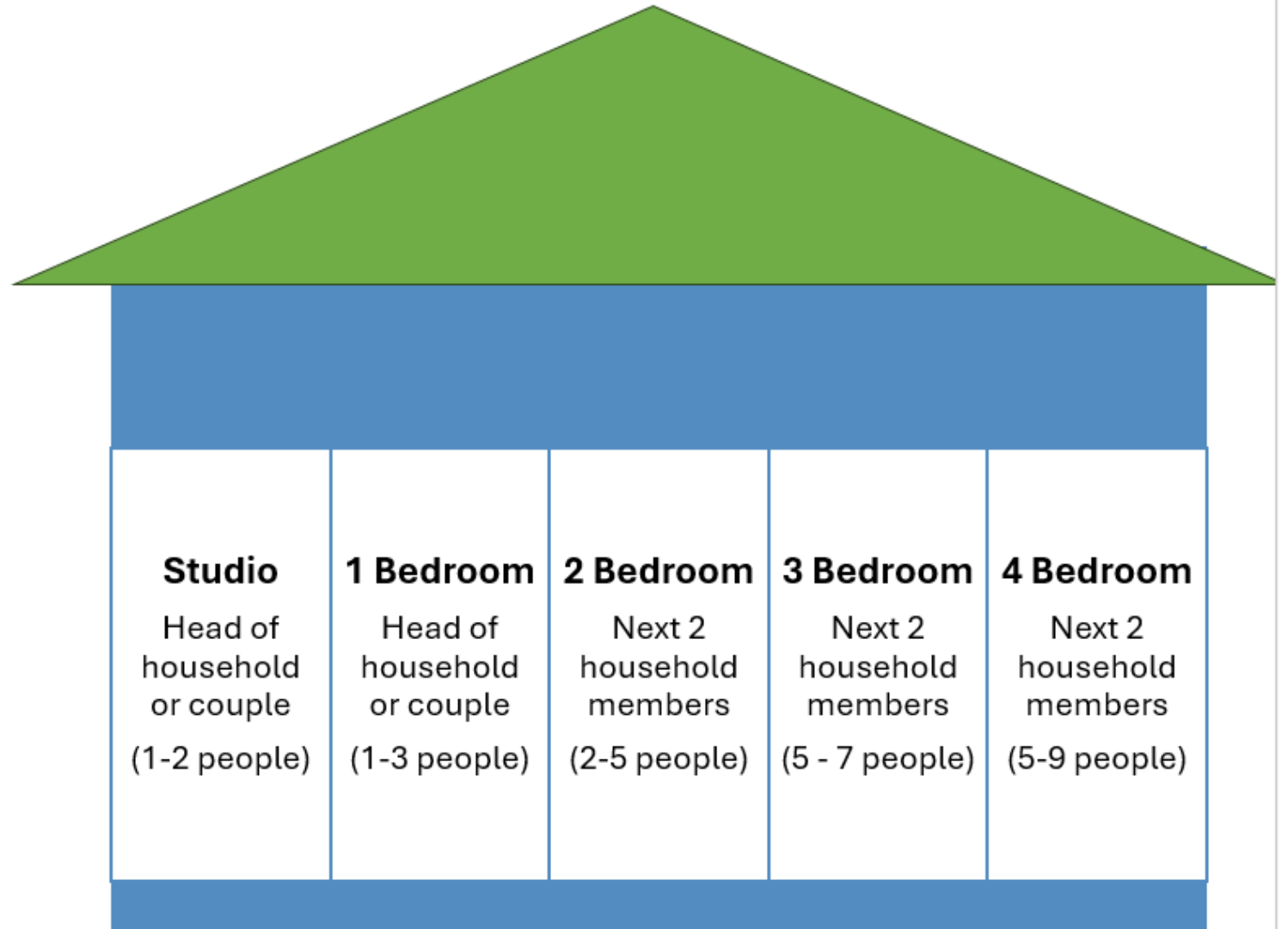


<https://www.homeforward.org/apartment-communities/>

Waitlist with Occupancy Standard

Property Name	Bedroom Size	Occupancy Standard Min - Max	Special Information
Meadowlark Place	Studio	1 to 2 people	50% Income limit
Meadowlark Place	1 br	1 to 3 people	50% Income limit
Meadowlark Place	2 br	2 to 5 people	50% Income limit
Meadowlark Place	3 br	5 to 7 people	50% Income limit
Meadowlark Place	4 br	5 to 9 people	50% Income limit
Civic Station	2 br	2 to 5 people	30% and 50% Income limit
Civic Station	3 br	5 to 7 people	30% and 50% Income limit
Civic Station	4 br	5 to 9 people	30% and 50% Income limit
Hollywood East	Studio	1 to 2 people	Senior (55+)/Disabled only - 50% Income limit
Dahlke Manor	1 br	1 to 3 people	Senior (55+)/Disabled only - 50% Income limit
Medallion	1 br	1 to 3 people	Senior (55+)/Disabled only - 50% Income limit

Occupancy Standards for Property Based Waitlist



Studio	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Head of household or couple (1-2 people)	Head of household or couple (1-3 people)	Next 2 household members (2-5 people)	Next 2 household members (5 - 7 people)	Next 2 household members (5-9 people)

+

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Who is eligible?

- Income less than 50% Area Median Income (AMI). That's up to \$44,950 for an individual or up to \$64,150 for a family of four*.
- Head of the household is at least 18 years old or an emancipated minor.
- At least one household member is a U.S. citizen or of eligible immigration status. (proration)
- If selected all adults must participate in a criminal background check.
- At Senior/Disabled Designated properties the Head of Household, or spouse/co-head must be **55 years of age or older at the time of application, or** has a verifiable disability

2026 50% AMI

Household Size	Max Yearly Income	Max Monthly Income
1	\$44,950	\$3,746
2	\$51,350	\$4,279
3	\$57,750	\$4,813
4	\$64,150	\$5,346
5	\$69,300	\$5,775
6	\$74,450	\$6,204
7	\$79,550	\$6,629
8	\$84,700	\$7,058

Screening Criteria

(criminal history is one piece of our Screening Criteria)

Crime Type	Crime Categories	Example of Crime	Look-Back Period (from date of conviction)
Crimes Against Persons (Violent)	Felony Conviction (Violent-Intentional)	Lifetime registered sex offenders	Denial
		Homicide/Murder, Assault, Hate Crimes	5 years (single conviction) OR 7 years (2 or more felony violent-intentional convictions)
	Felony Conviction (Violent- Negligent or Reckless)	Criminally Negligent Homicide	3 years
	Misdemeanor Convictions (Violent-Intentional)	Assault	3 years
Crimes Against Property	Felony Conviction	Arson	5 years
Drug Related Crimes	Felony Conviction (Controlled Substance)	Manufacture, Distribution, or Possession with Intent to Distribute	3 years
		Possession (Schedule I or II)	12 months
	N/A	Manufacture or Production of Methamphetamine on the Premises of Federally Assisted Housing	Denial

Who can apply?

We encourage **anyone** who believes they may **be eligible** to apply for the waiting list.

You do not need to upload any information to apply for the waiting list.

Program eligibility will be **verified** when an **applicant** is **selected** from the waitlist.



What's needed to apply

- ✓ Full names, DOBs and SSNs* of all household members
- ✓ Mailing address (where applicant is currently living or a stable address where mail can be received)*
- ✓ Household gross income
- ✓ Current email address or phone number*

**Workarounds available*

Applicants do not need to upload any documents to apply for the waiting list

An applicant guide will be made available at homeforward.org/waitlists





How to apply

- Apply online at homeforward.org/waitlists
- <https://connect.homeforward.org/>
- Application is available in English, Spanish, Somali, Russian and Vietnamese
- Call the **Waitlist Helpline 503-415-8050** and Home Forward staff can help troubleshoot and triage issues with an application or a login

Hours of operation:

Monday - Friday 9 a.m. to 4 p.m.

- Home Forward can mail paper applications if a Reasonable Accommodation is needed.
- Paper applications must be postmarked before or on September 21, 2026.

Waitlist and the Lottery

Applicants apply to the lottery.

Eligible applications are accepted into the lottery.

A random lottery is conducted.

All Applicants are notified of the results.

Applicants selected through the lottery are placed on the waitlist. Being on a waitlist does not guarantee rental assistance.

While on the waiting list, applicants must keep their contact information up to date so we can reach them.

When an applicant reaches the top of the waiting list and they are selected, their eligibility is reviewed.

Timeline

Apply online

September 9th – September 21st

Notification on who made
the waiting list

Fall/Winter 2026

How the waitlist works

Being on a waitlist is the first step towards accessing rental assistance.

Families need to keep their contact information current. When mail is returned or a deadline is missed, families are removed from waiting list.

Background screening is conducted for all household members 18 and over.

Applicants must meet program eligibility when selected from the waitlist.

Rent Café and the Waitlist



Rent Café allows applicants, participants and residents to complete applications and other paperwork online.



Getting applicants using the Applicant Portal in Rent Café sets them up for using the tool down the road.



Applicants/clients might need assistance through the application process, please reach out to us to help problem solve Rent Café challenges



This year we will have more time to help resolve any Rent Café account issues that may come up; longer waitlist opening timeframe.

Rent Cafe Changes

- No passwords needed; two factor authentication
- Applicant can update their information during the opening
- Social Security Validation is Turned on



Rent Cafe Application Portal



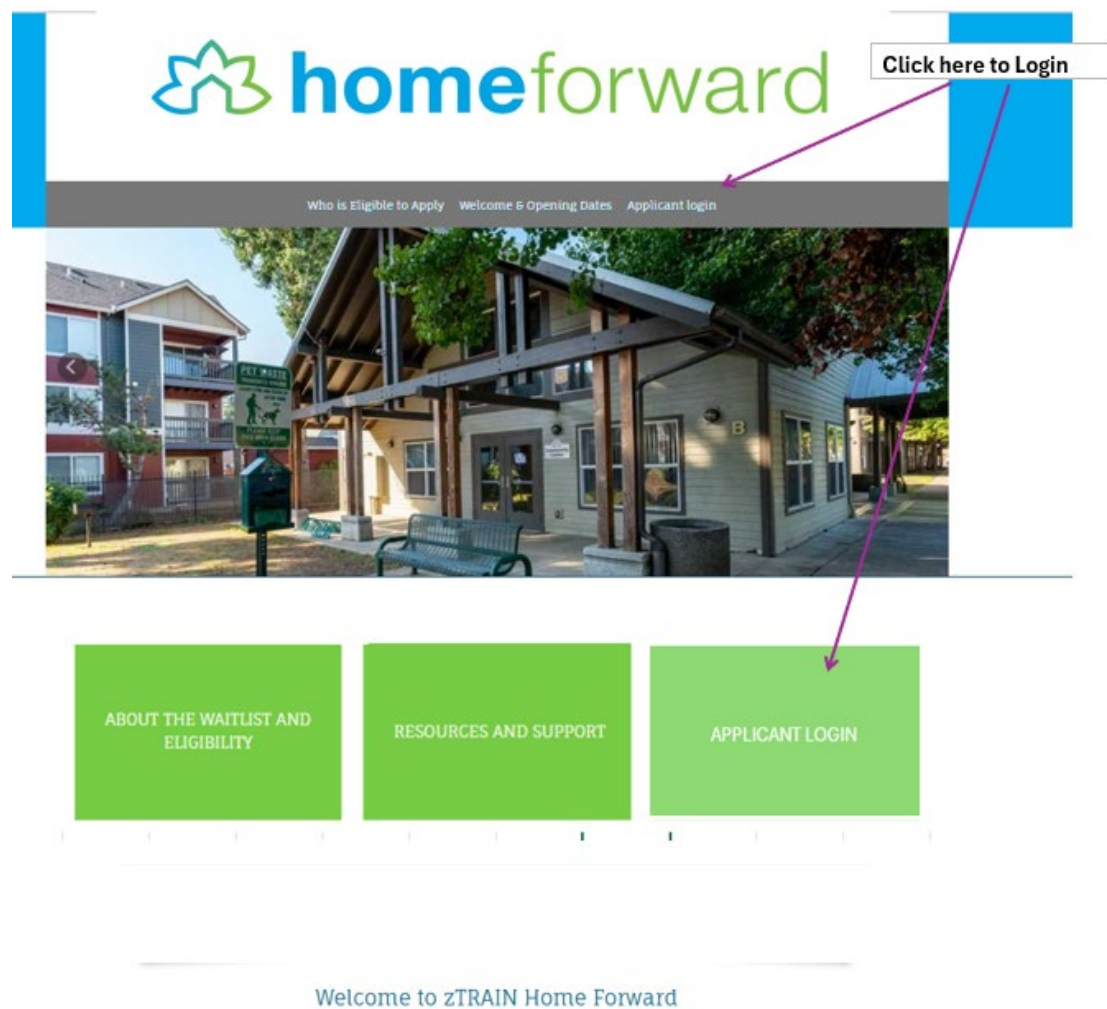
Waitlist Applications will be accepted through Home Forward's Rent Café site

Visit [Homeforward.org/waitlists](https://homeforward.org/waitlists) for links to the portal and resources materials

 Applicants may pre-register [://connect.homeforward.org](https://connect.homeforward.org) prior to waitlist application opening on September 9th

Connect.homeforward.org

How to Log into Rent Cafe



The screenshot shows the homeforward.org website. At the top is the homeforward logo, which consists of a green stylized house icon followed by the text "homeforward" in blue and green. Below the logo is a navigation bar with links: "Who is Eligible to Apply", "Welcome & Opening Dates", and "Applicant login". A purple arrow points from a text box labeled "Click here to Login" to the "Applicant login" link. Below the navigation bar is a large photograph of a modern, light-colored house with a covered porch. A purple arrow points from the "Applicant login" link to a green button labeled "APPLICANT LOGIN" in the bottom right corner of the page. The page also features two other green buttons: "ABOUT THE WAITLIST AND ELIGIBILITY" and "RESOURCES AND SUPPORT". At the bottom of the page, it says "Welcome to zTRAIN Home Forward".

homeforward

Who is Eligible to Apply Welcome & Opening Dates Applicant login

Click here to Login

ABOUT THE WAITLIST AND ELIGIBILITY

RESOURCES AND SUPPORT

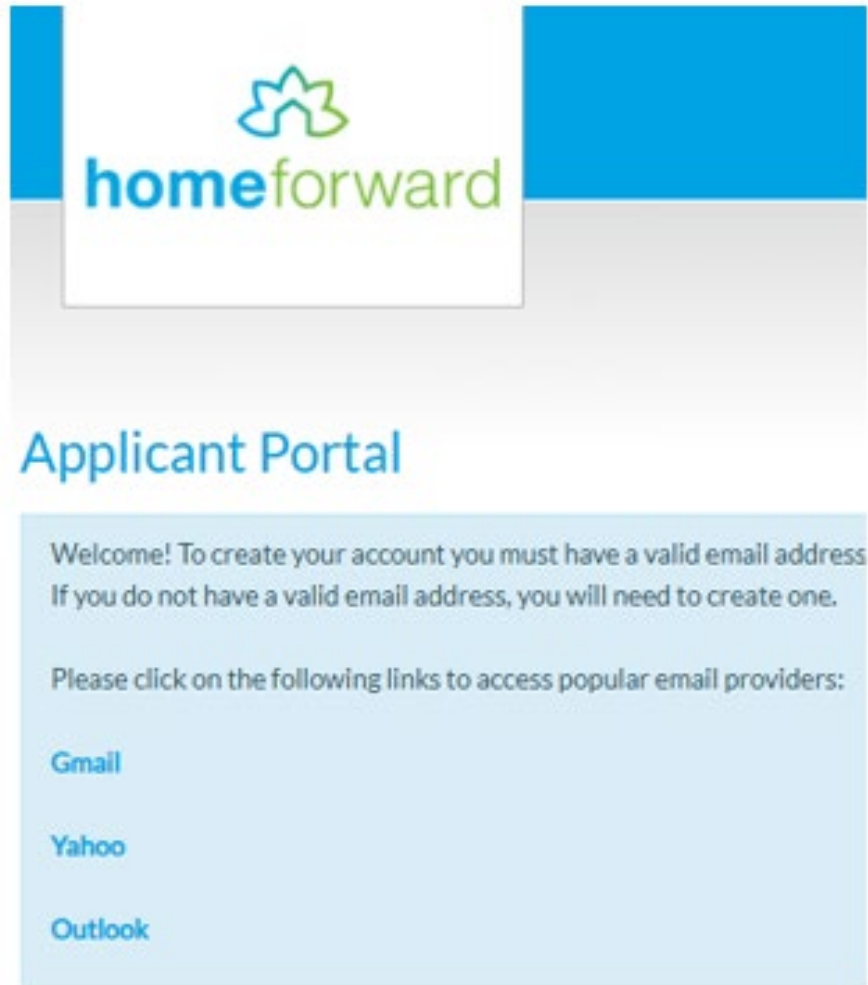
APPLICANT LOGIN

Welcome to zTRAIN Home Forward



The biggest hurdle is
getting an applicant
into Rent Cafe

Rent Café - Applicant's Need an Email Address



If applicant does not have an email, they can create one here

Email set up links are the in the staff & applicant FAQs

Gmail

[General email setup instructions](#)

Protonmail

[Free email without a phone number](#)

Outlook

[General email setup instructions](#)

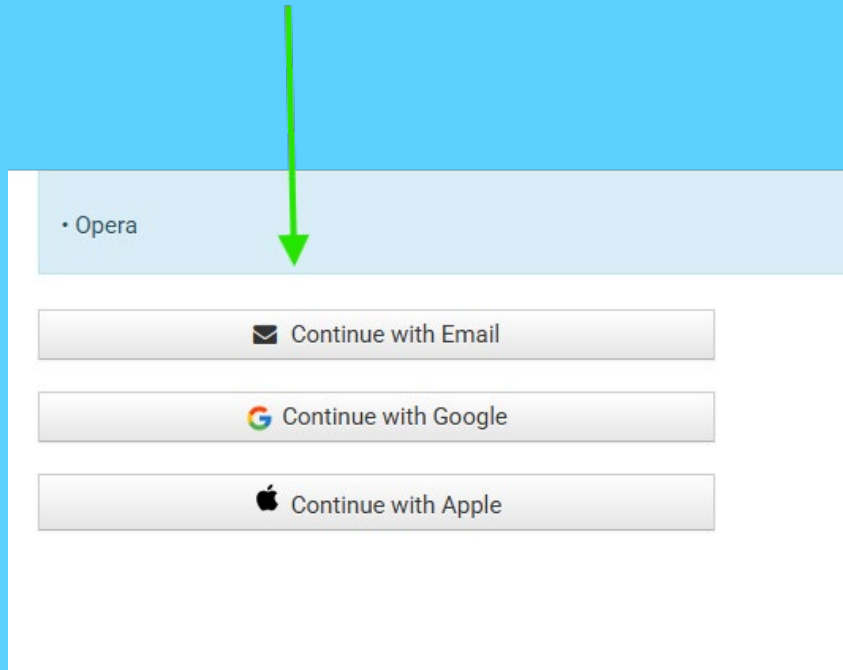
Yahoo

[General email setup instructions](#)

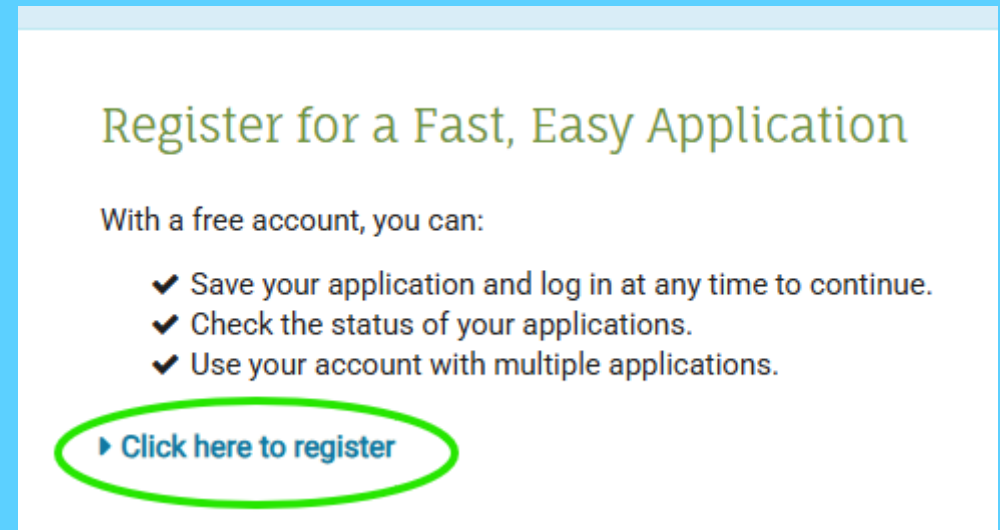
[Instructions on how to set up email without a phone number](#)

Choose the Correct Registration Button

Has a Home Forward Rent Café Account

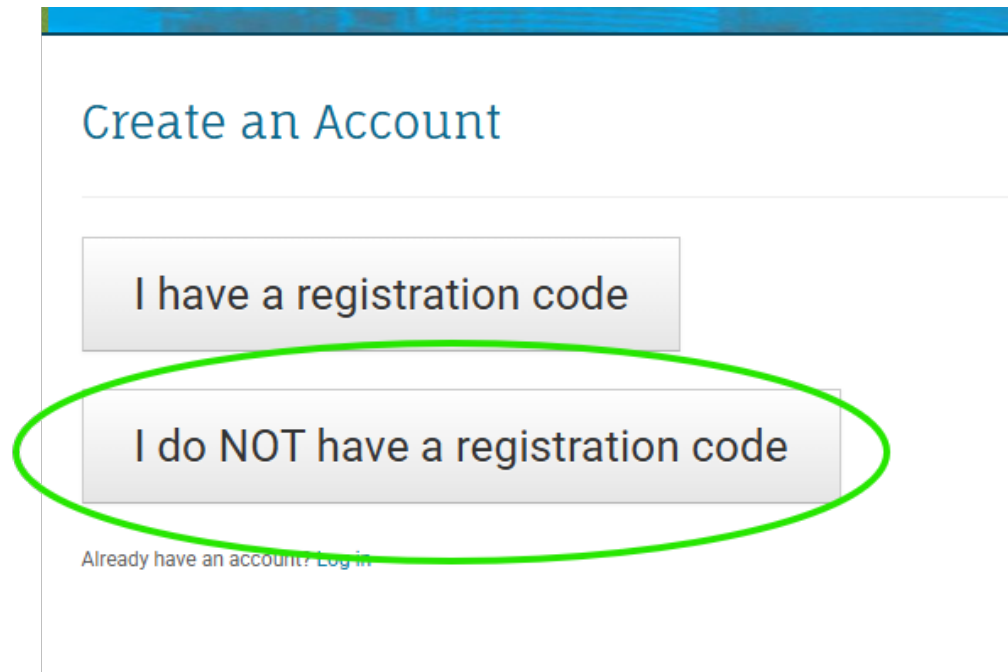


First time Applying in Rent Café at Home Forward



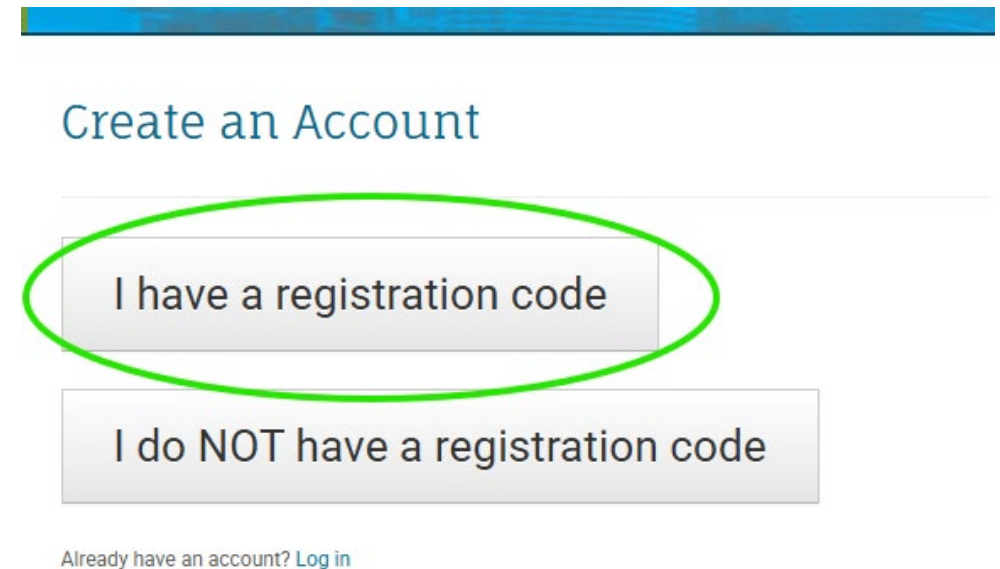
Do they have a registration code

First Time Applicant – Not in Yardi
“I do not have registration code”



The screenshot shows a web form titled "Create an Account". Below the title, there are two buttons: "I have a registration code" and "I do NOT have a registration code". The second button is circled in green. At the bottom of the form, there is a link that says "Already have an account? Log in".

Has record in Yardi
“I have a registration code”

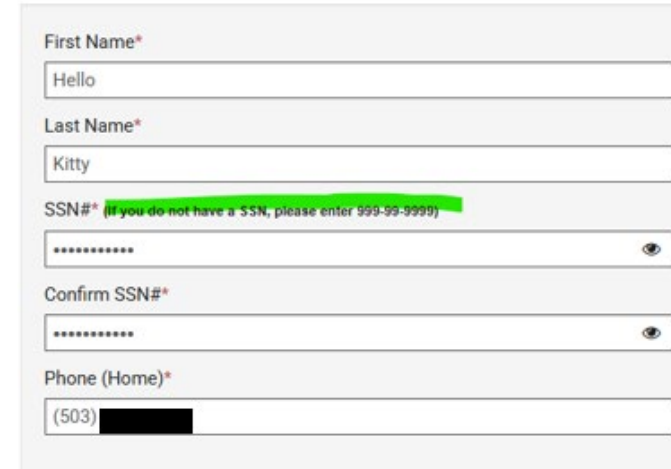


The screenshot shows a web form titled "Create an Account". Below the title, there are two buttons: "I have a registration code" and "I do NOT have a registration code". The first button is circled in green. At the bottom of the form, there is a link that says "Already have an account? Log in".

Create account- Applicant Does not have registration code

- Complete the Personal Details and Account information
- Click on Please read and accept the Terms and Conditions
- Once completed click on Register

Personal Details



First Name*
Hello

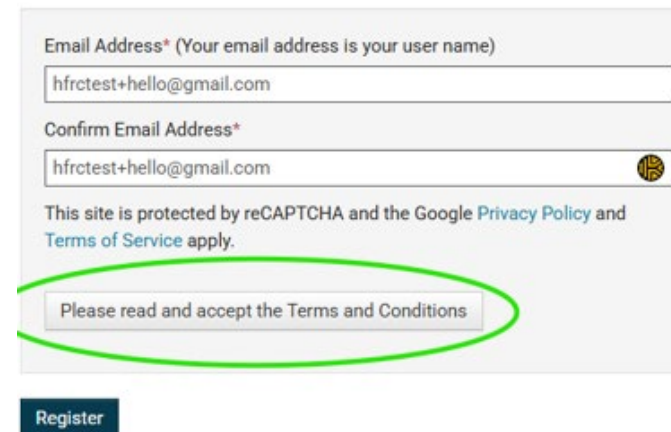
Last Name*
Kitty

SSN#* (If you do not have a SSN, please enter 999-99-9999)

Confirm SSN#*

Phone (Home)*
(503) [REDACTED]

Account Information



Email Address* (Your email address is your user name)
hfrctest+hello@gmail.com

Confirm Email Address*
hfrctest+hello@gmail.com

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

Please read and accept the Terms and Conditions

Register

Personal Details

- First Name
- Last Name
- SSN (no SSN enter 999s)

Account Information

- Email Address
- Confirm email address
- Click on Please read and accept the Terms and Conditions
- Click on Register

Create account- Applicant HAS registration code

- Complete the Personal Details and Account information
- Click on Please read and accept the Terms and Conditions
- Once completed click on Register

Contact the housing authority if you don't know your registration code.

Enter Your Registration Code

17233 [REDACTED]

Go

* Denotes a required field

Personal Details

First Name*

First Name

Last Name*

Last Name

SSN#**

[REDACTED]

Phone (Home)*

(555) 555-5555

Account Information

Email Address* (Your email address is your user name)

YourEmail@Example.com

Confirm Email Address*

YourEmail@Example.com

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

Please read and accept the Terms and Conditions

** Data in these fields will be validated against information available with Home Forward

Register

Personal Details

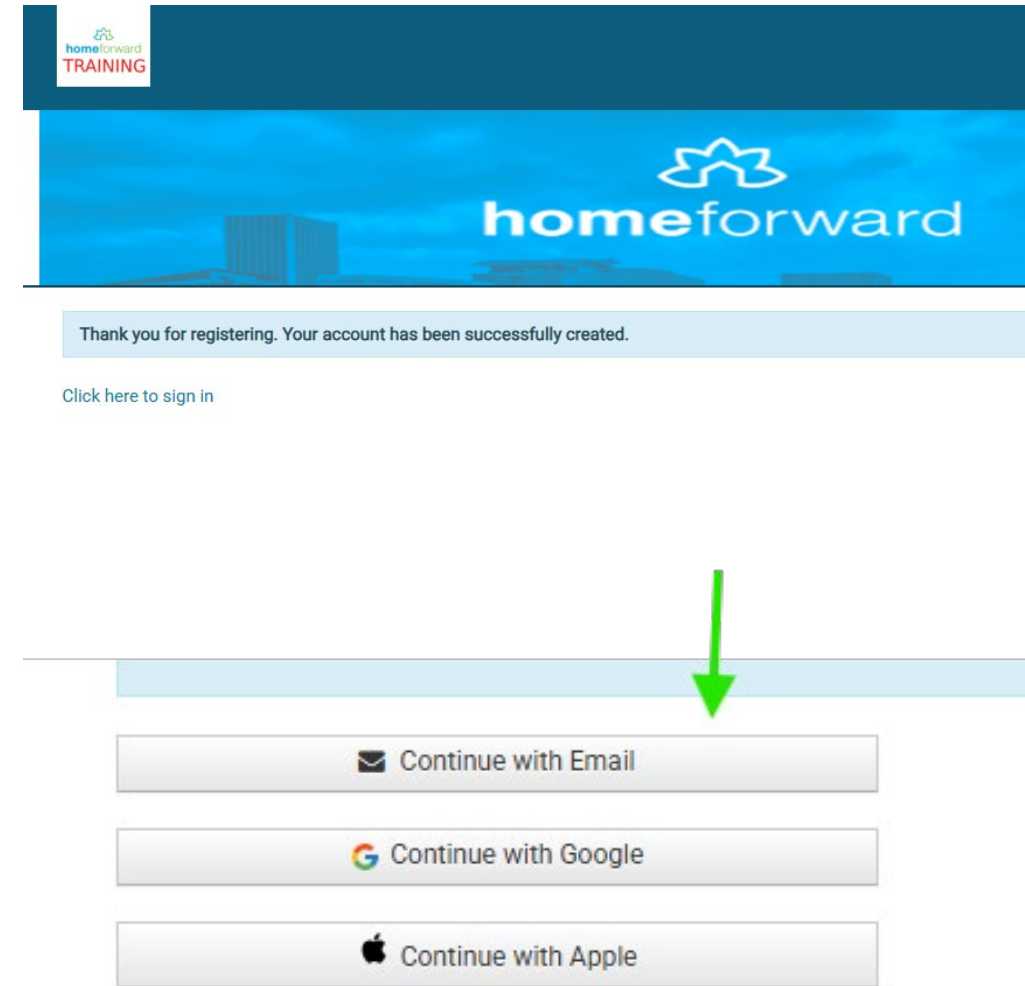
- First Name
- Last Name
- SSN

Account Information

- Email Address
- Confirm email address
- Click on Please read and accept the Terms and Conditions
- Click on Register

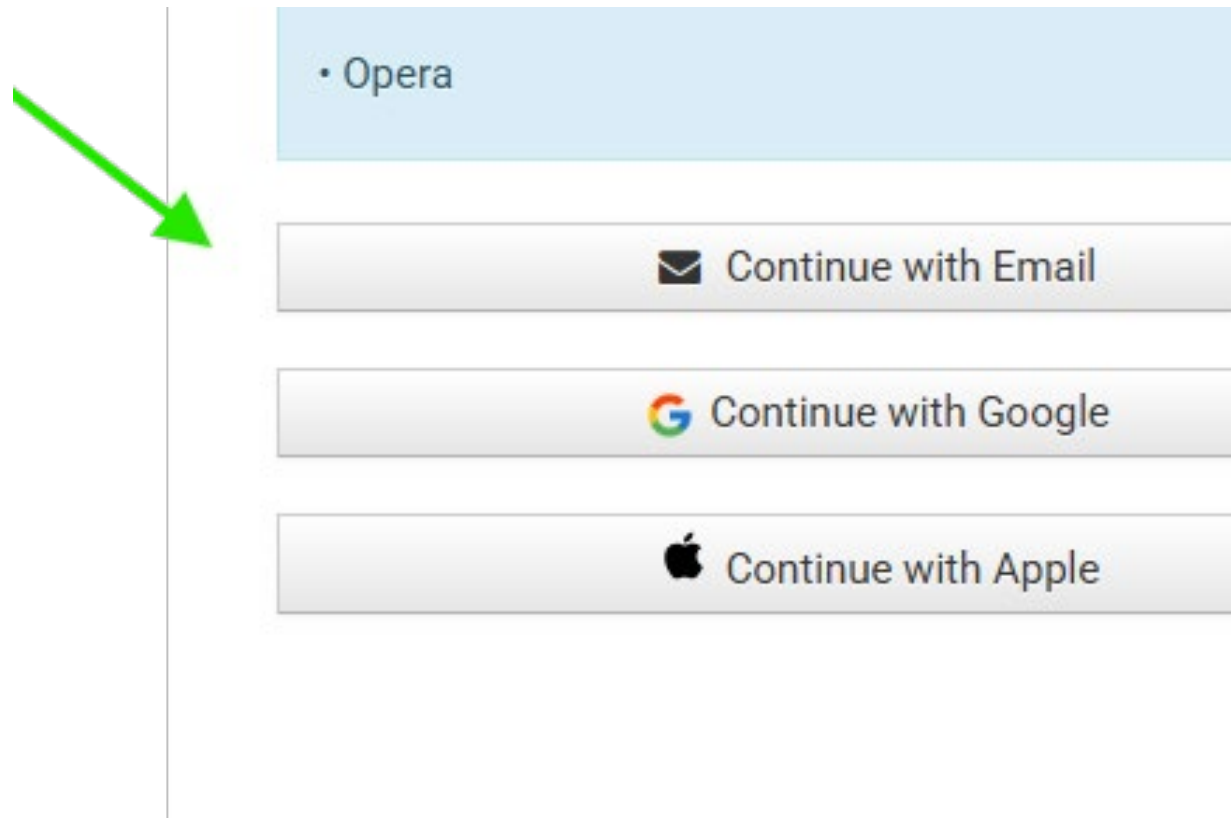
Log Back into Rent Cafe

Then back to log in screen and choose “continue with email” or “continue with Google” or “continue with Apple”



After applicant registers or is a **returning applicant**

Back to Login Screen and you sign in “continue with Email”



• Opera

✉ Continue with Email

Continue with Google

Continue with Apple

← Sign in

Please enter the email address associated with your account.

Email address

hfrc test+hello@gmail.com

This site is protected by reCAPTCHA and the Google [Privacy Policy](#) and [Terms of Service](#) apply.

Send Verification Code

or

Email a Link to Login

Rent Cafe is now password less

- If an applicant signs in with an email it will verify with a verification code or an email link.
- The verification code can be sent to a mobile number or an email
- Users can also be logged into their Google or Apple accounts and that will authentic the user

← How would you like to receive your verification code?

- ☒ Send verification code to *****4405
- ☐ Send verification code to hfrctest+hello@gmail.com

Continue

Verification
Code is
entered

We've sent a one-time password (OTP) to your email address.



Please enter the code below to continue.

Enter OTP *

Verify OTP

Didn't receive the OTP? You can resend it in 23 seconds.

If you select
“send link to
email”

Check your inbox.

If the information you entered matches our records, you'll soon receive an email containing a one-time sign-in link.

hfrctest+reg@gmail.com

Don't see your email?

Check your spam folder or [resend](#) the link.

Online Application Start

Home Forward
Online Application

Language Selection

Welcome Page

Contact Information

Household Information

Waiting Lists

WL Preferences

Review & Submit

Log Out

Application Progress

0%

Applications & Certifications | Hi, Hello ▾

*Denotes a required field

Select your preferred language

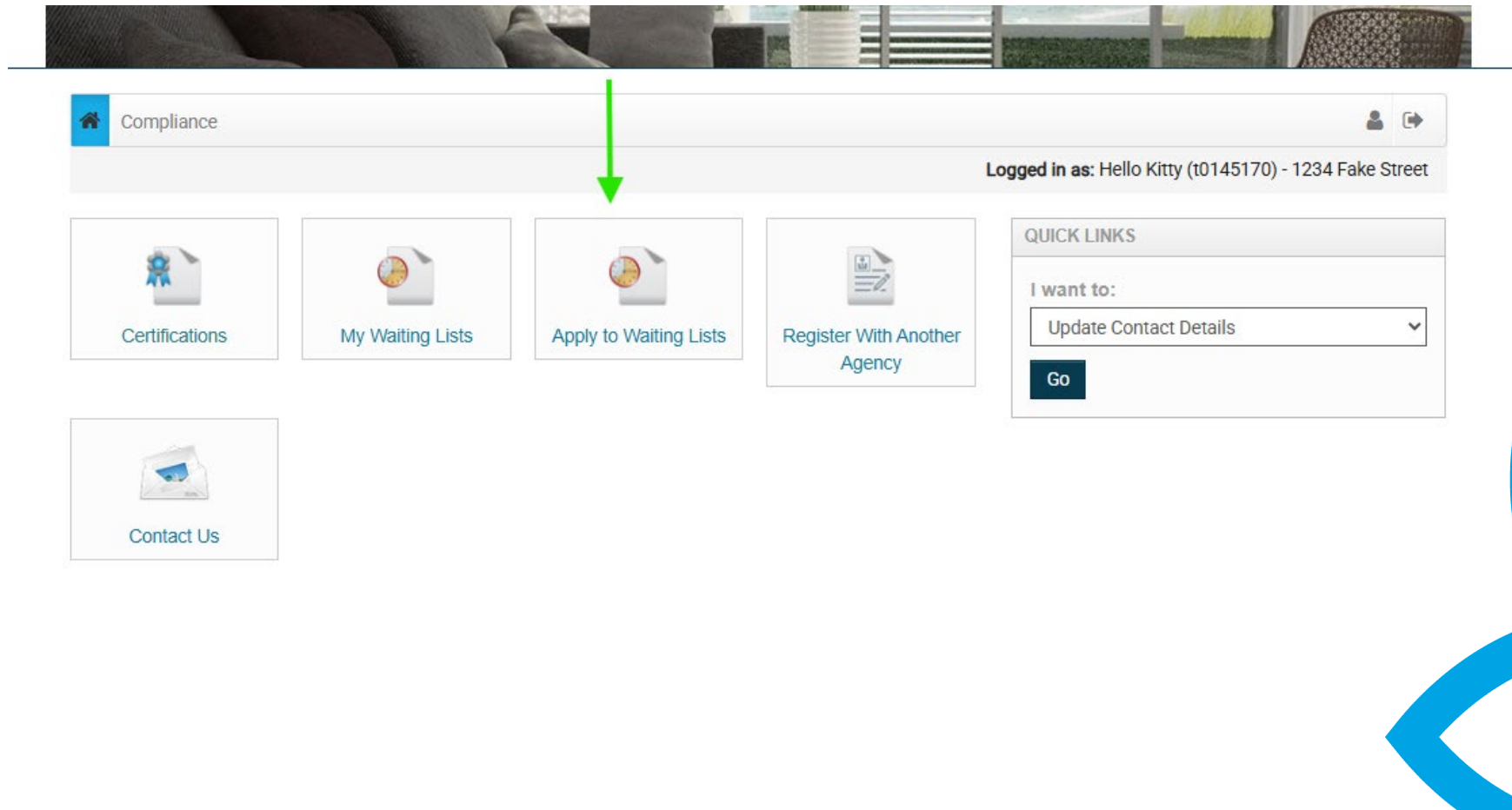
Preferred Language*

- ☒ English
- ☐ Español (Spanish)
- ☐ Soomaali (Somali)
- ☐ Việt (Vietnamese)
- ☐ русский (Russian)

Next

Home Forward

What Screens Look Like if Applicant is updating an Application



Application Tips

- Questions with * are required
- Be sure that an applicant enters all Household Members
- Race/Ethnicity are Yes/No for each category
- The application does not need to be completed in one sitting
- Applications will time out after being idle for more than 5 minutes; applicant will get warnings
- Application is mobile friendly
- Applicants can log back into Rent Café after they have submitted an application and view it

Select Waitlists

Text in **blue** indicates links to Home Forward webpages. When you click a link, it will open in a new browser tab where you can learn more about the property, including its location and available amenities.

Check the box next to each waiting list you want to apply for.

You may select as many waiting lists as you want. Please make sure that you meet the eligibility requirements for each list you select.

*Denotes a required field

Open Waiting Lists

[Meadowlark Place](#): Planned opening: 2027

To be considered for the properties listed below, you or your spouse/co-head must be **55 years of age or older at the time of application**, or you must indicate in the household information that one of you has a disability. At the time of eligibility review, Home Forward will require documentation verifying the qualifying disability.

[Dahlke Manor](#)

[Hollywood East](#)

[Medallion Apartments](#)

For more details about these communities, click on the property name or visit: [Home Forward Apartment Communities](#)



Search:

Select	Waiting list	Description
☐	0 bedroom: Meadowlark Place	Studio: SE Portland
☐	1 bedroom: Meadowlark Place	One bedroom: SE Portland
☐	2 bedroom- Meadowlark Place	Two bedroom: SE Portland
☐	3 bedroom: Meadowlark Place	Three bedroom: SE Portland
☐	4 bedroom: Meadowlark Place	Four Bedroom: SE Portland
☐	Dahlke Manor: 1 bedroom	Senior Disabled Only! One bedroom: NE Portland
☐	Hollywood East: Studio	Senior/Disabled Only! Studio: NE Portland
☐	Medallion: 1 bedroom	Senior Disabled Only! One bedroom: NW Portland

Back

Next

Home Forward

Multnomah County Preference

Living, working, or attending school in Multnomah County does not increase odds in the initial lottery.

Everyone who is eligible has the same chance of being selected in the lottery.

After the lottery, if applicants are placed on a list Multnomah County residents—or people who live, work, or attend school there—receive preference in the ordering of that list.

Home Forward

Online Application

Language Selection

Welcome Page

Contact Information

Household Information

Waiting Lists

WL Preferences

Review & Submit

Log Out

Application Progress77%

Applications & Certifications | Hi, Hello

*Denotes a required field

Multnomah County Preference

If you or a member of your household can answer **yes** to one or more of the following questions, check the box for **Residency Preference**.

Do you or a member of your household **live in Multnomah County**? A person experiencing homelessness in Multnomah County is considered to live in the county.

Do you or a member of your household **work in Multnomah County**?

Do you or a member of your household **attend school or participate in a training program in Multnomah County**?

Please note: Residency Preference will be verified during the eligibility review process.

Search:

Select	Preferences	Description
☐	Residency	Do you live, work or go to school in Multnomah County?

Back

Next

Home Forward

Review and Submit

- Review Information
- Accept Terms and Conditions
- Click Next

Home Forward
Online Application

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

Application Progress 85%

Applications & Certifications | Hi, Hello ▾

*Denotes a required field

Final Review & Submission

Please confirm that all information entered in your application is accurate and complete. If you need to make changes, use the menu on the left side of the page to return to the appropriate section and update your information.

When you are satisfied that everything is correct, review and accept the Terms and Conditions, then submit your application.

Household Members Annual Income Special Circumstances Additional Details WL Preferences Waiting Lists

First Name	Last Name	Relationship	Age	Gender	Citizenship
Hello	Kitty	Head of Household	27	Female	Eligible Citizen
Taco	Cat	Co-Head	26	Male	Eligible Noncitizen

Terms and Conditions

I acknowledge that upon selection for the waitlist, all household adults will be screened for criminal history and eligibility. I understand that any false or misleading information will result in the rejection of this application. All applications are conditional upon final review by the housing authority.

☐ I accept the above terms and conditions.

Back Next

Last Step - Log Out

- Application has been submitted
- Download and print a copy for your records if you wish.
- Download Application as PDF- to take a screenshot with your phone
- Click Logout

Home Forward Online Application

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

Application Progress 100%

Applications & Certifications | Hi, Hello ▾

*Denotes a required field

Application Submitted

What Happens Now?

After submitting your application, you will receive a confirmation email indicating that your application was received.

You will later receive another notification confirming that your application has been accepted into the lottery. **Acceptance into the lottery does not mean that you have been placed on a waiting list or that you have met all eligibility requirements.** It only confirms that your application has been successfully entered into the lottery process for review.

Lottery results are typically available several months after the application period closes. Results will be posted on this portal and mailed to all applicants.

Updating Your Application

Once your application has been accepted into the lottery system, you may update your application while the application period remains open. You may:

- Add or remove household members.
- Apply for additional open waiting lists for which your household qualifies.
- Update other information related to your application.

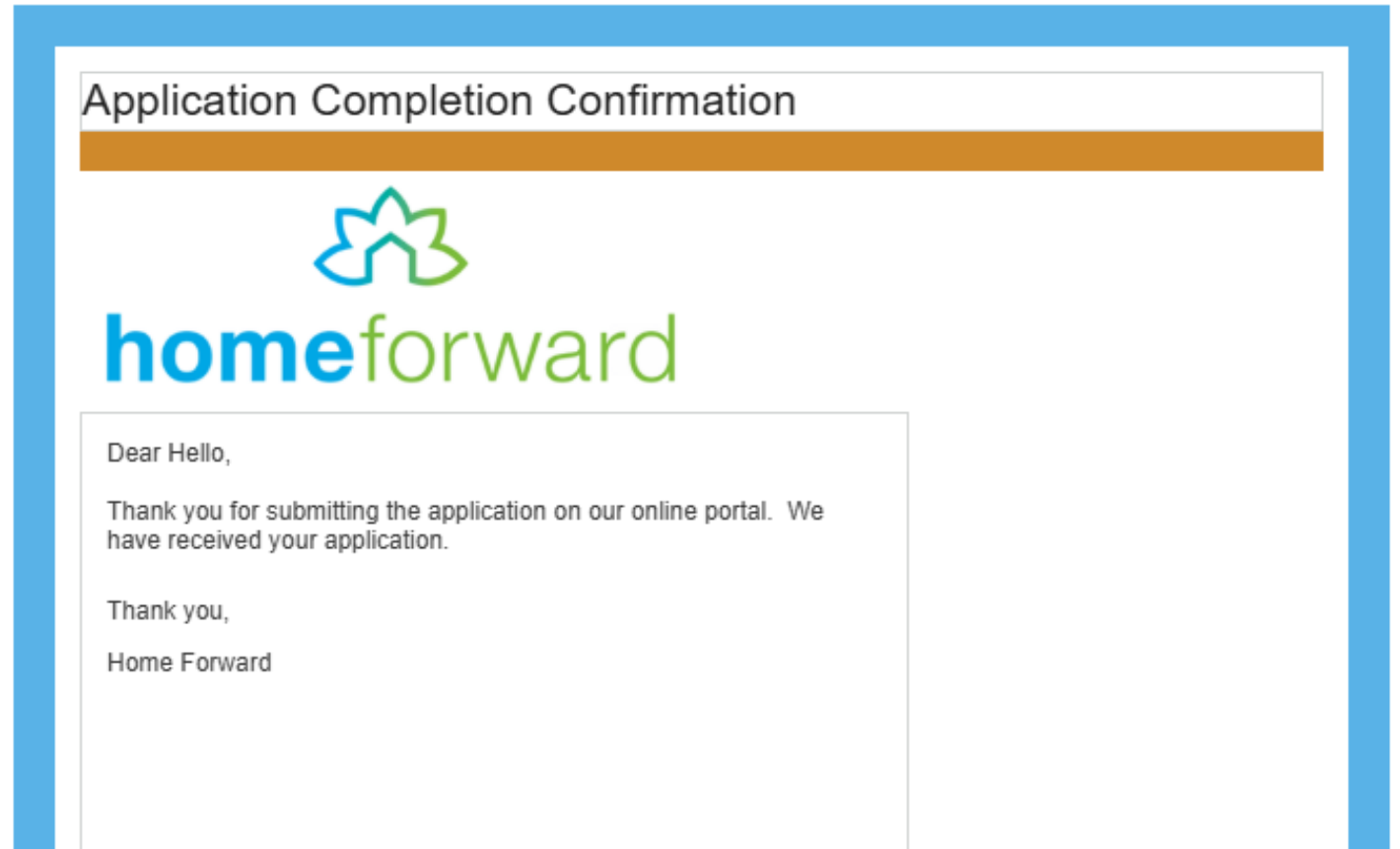
Please note: You will not be able to update your application immediately after submitting it. Your application must first be accepted into the lottery system, which typically occurs the day after you submit your application.

Download Application as PDF

Back Log Out

Confirmation

Applicant will get a confirmation that their application was submitted!



How you can help

- Promote the waitlist opening
- Share information; talk with applicants about Rent Cafe
- Review the waitlist options with applicants ahead of time
- Support applicants in applying for the waitlists
- Help applicants preregister in Rent Café
- Help applicants obtain an email address prior to the opening
- Utilize the helpline; call with the person



Community Partner Resources

- Partner toolkit
- Application guides
- homeforward.org/waitlists
- homeforward.org/apartment-communities/
- waitlistportalhelp@homeforward.org

Applicant Resources

- Guides on homeforward.org/waitlists
- Applicant FAQ
- Helpline (503-415-8050)
- homeforward.org/apartment-communities/





homeforward

Thank you

Q&A

Submit questions via the Q&A box

