

## EXHIBIT 1

### SUMMARY OF PROPERTY SPECIFIC REQUIREMENTS HILLIARD HOMES

Holsten Management Corporation has developed property specific requirements for the Hilliard Homes in accordance with the Relocation Rights Contract, and with participation by the working group. Redevelopment of the site is in process, and units will be available for leasing in early 2004.

#### Property Specific Requirements

- Payment of Rent and Utilities - All applicants must be current in rent and electric bills.
- Background Check – All adult applicants (age 18 and over) will be subject to a three year criminal background check. Criminal offenses that will be considered include but are not limited to the commission of violent crimes, drug related criminal activity, and destruction of property.
- Documentation of Income - Applicants' household income cannot exceed 60% of the Area Median Income (AMI), and must submit documentation of all income and assets, including but not limited to pay stubs, Social Security award letters, and bank statements. Income limits at 60% AMI for 2003 are as follows:

<u>Household Size</u>	<u>Income Limit</u>
One	\$31,680
Two	\$36,180
Three	\$40,740
Four	\$45,240
Five	\$48,840
Six	\$52,500
Seven	\$56,100
Eight	\$59,700

- Employment - All applicants whose primary source of income is employment must have two years of verifiable work history. CHA leaseholders can meet the work requirement by providing evidence of one year of current verifiable work history or by participation in schooling, specialized training, apprenticeship or other similar programs that lead to employment opportunities. The Tenant and every household member eighteen (18) years of age and older, must be engaged in work or activities that lead to work, unless they are disabled or elderly, meaning age sixty-two (62) or older, or are engaged in the care of a disabled or elderly household member. Applicants to the Hilliard Senior buildings are exempt from this requirement.
- Home Visit - All applicant households will be subject to a home visit by leasing staff as part of the screening process. Applicants must demonstrate a clean, orderly

environment, with the number of occupants to match information provided on the lease application.

- Landlord Verification - Applicants must demonstrate two years of rental history, rent payment, and compliance with all lease obligations, site and building rules. Included in the landlord verification is information about the activity of guests, amount of traffic, and unauthorized residents. Applicants are responsible for all activity of guests, and comments from previous landlord concerning guests will be included in the screening process.
- Drug Testing - The Hilliard Homes are a drug-free community and all adult applicants (age 18 and over) will be subject to drug screening at the time of initial application and annually as part of the lease renewal process.

Cure period (Applicable to only Hilliard residents and anyone relocated from Hilliard after 10/1/99)

Applicants eligible for replacement housing under the Relocation Rights Contract and who do not currently meet the property specific criteria must be able to demonstrate that they are actively engaged in activities to meet these criteria in order to receive a housing offer, and must meet the criteria within 12 months after admission. During the cure period, residents are encouraged to meet with Holsten staff to obtain referrals to social service providers in order to obtain assistance in meeting any of the property specific requirements listed above.

Further information on leasing will be available in the near future.