



Residential Selection Criteria – Affordable and Market Rate Rental Units

Para solicitador un apartment/para solicitador una adaptacion o modificacion razonable favor llamar a Frameworks CDC al siguiente numero 512-385-1500.

Thank you for considering renting a rental home owned by Frameworks Community Development Corporation (herein referred to as “Management”) as your new home. Frameworks CDC has 20 rental units, of which 14 units are designated as affordable units. When applying for one of these affordable units, the household income will be required to provide documentation that demonstrates that the household income is at or below 50% median family income (MFI).

Frameworks CDC Resident Selection Criteria is applied uniformly and in a manner consistent with all applicable laws, including the Texas and Federal Fair Housing Acts, the Federal Fair Credit Reporting Act and antidiscrimination laws

Frameworks CDC supports the Fair Housing Act, as amended, and prohibits discrimination for housing based on race, color, religion, sex, national origin, disability or familial status, source of income or sexual orientation or status of victim of domestic violence.

Management complies with the Texas and Federal Fair Housing Acts, Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA), the Federal Fair Credit Reporting Act and Rental Housing Developer Agreement (RHDA) Program Rules, administered by the City of Austin, Neighborhood Housing and Community Development (NHCD) / Austin Housing Finance Corporation (AHFC), as applicable, and HOME Investment Partnerships Program regulations and Community Development Block Grant Program regulations as prescribed by the U.S. Department of Housing and Urban Development office (HUD).

Through Austin Housing Finance Corporation, Frameworks CDC received federal funds to rehabilitate five (5) rental properties located West Wind Trail in Austin, TX. Therefore, both rental rates and household income of prospective resident is restricted. A household is defined as all persons proposed to be living in a single residential apartment.

The following chart indicates the current maximum household income limits allowed to apply for any of the affordable units owned by Frameworks CDC. These maximum income limits are reviewed and updated annually by HUD:

HOME Income Limits, Effective 6/1/2025

Designation	Income Limits per Household Size				
	(1)	(2)	(3)	(4)	(5)
50% of AMI	\$46,850	\$53,550	\$60,250	\$66,900	\$72,300

An applicant’s **gross** annual household income may not exceed 50% of HUD’s median family income. Household size is composed of all individuals who will be occupying the home. If two people are a “couple” regardless of marital status, then both people must be included on the application. A couple in the process of a divorce or separation must submit proof of filing in order to apply separately. Persons not counted as family members for the purpose of determining income include:

- A child who is subject to a shared-custody agreement in which the child resides with the household for less than 50 percent of the time;
- Unborn children; and
- Children being pursued for legal custody or adoption who are not currently living with the household.

Although we accept Housing Choice Vouchers, formerly known as Section 8 Vouchers, according to the **Code of Federal Regulations, Attachment A – Section 8, Definition of Annual Income 24 CFR, Part 5, Subpart F (Section 5.609)**, the Housing Choice Vouchers, formerly known as Section 8 Vouchers is not considered income, nor is it listed as a source of income.

Applicant's **gross** annual household income may not exceed 50% of HUD's median family income based on household size, as demonstrated in the chart noted above. In addition, the applicant's **net** (take-home) monthly income must be at least 1.5 times the rent amount. Please note that Frameworks CDC will not include the Housing Choice Vouchers, formerly known as Section 8 Vouchers when calculating the applicant's gross annual income, and net (take-home) monthly income.

Application and Screening Procedure Applicable to all Applicants:

All units are leased on a first come, first qualified basis.

In order to apply for an apartment home, each prospective leaseholder 18 years of age or older is required to

- Complete a separate application;
- Pay a non-refundable application fee of \$100.00 for each household member 18 years of age or older to pay for the costs or screening the application from a third party resource; and
- Provide valid government issued ID such as Driver's License.

Please ensure that all information on the application is correct and **NOTHING IS LEFT BLANK** as this could delay the processing time. Management will not accept applications with white out.

Applications may be submitted electronically or in person to our office located at 2200 E. Martin Luther King Jr. Blvd, Austin, TX 78702 during hours of Monday – Friday from 9:00 a.m. – 3:00 p.m.

For Applicants applying for Frameworks CDC's affordable rental units, which are only applicable to applicants whose incomes are at or below 50% of the median family income based on household size, (see 50% MFI chart above), their applications will be processed along with the income eligibility screening to determine if the applicant is income eligible for the Affordable rental units.

Application Fee must be submitted with the TAA lease application along with all required documents. TAA lease application and documents will not be reviewed without the application fee.

- a. **NOTE:** Application Fee is \$100.00/per applicant (nonrefundable) and must be in the form of certified funds, i.e., money order or cashier's check only.

Individuals with a disability wishing to request a reasonable accommodation to complete the application process should contact the management office 512-385-1500 or email rentals@frameworkscdc.org

Screening criteria will be applied uniformly across all prospective residents in accordance with applicable law. If a unit is vacant and available for immediate occupancy and the prospective resident has met all the qualifying criteria for that particular unit, the prospective resident must be prepared to sign the lease and pay the deposit(s), associated fees, as applicable, and the pro-rated rent in order to remove the unit from availability. No unit will be held vacant for any prospective resident for longer than three (3) days without an executed lease.

For example: A prospective resident is interested in a vacant unit on April 21st. The prospective resident must pay the deposit, associated fees, as applicable, and sign the lease effective no later than April 24th.

All prospective residents will be screened / certified based on the following criteria:

Occupancy Standards –The maximum number of occupants per apartment unit are as follows:

- 1 Bedroom - 3 persons
- 2 Bedroom - 5 persons

Zero Income Prospective Residents:

Prospective residents who are 18 years of age or older and are not earning income to be contributed to the annual household income must complete a “Zero Income Certification Form.” Prospective resident who are 18 years of age or older who are students must provide proof of enrollment – a paid tuition statement is required if a semester is in session, to document attendance.

FRAMEWORKS CDC RENTAL APPLICANT IDENTIFICATION REQUIREMENTS

NOTE: Applicants are required to have both a current State Driver’s license, or a current State Identification card, and a Social Security Card/Number, which is required identification for both the TAA Rental Application for Residents and Occupants over 18 years of age AND for Frameworks CDC Criminal & Background Screening Portal Third Party Service Portal Provider. Applications will not be considered nor will leases be renewed if these id’s have expired.

NOTE: Applicants who have a work permit, current State Driver’s license, or a current State Identification card and a Social Security Card will satisfy the Identification requirements, however they will need to provide the renewed work permit and driver’s license when they expire as these two forms of identifications are valid for only 18 months. Applications will not be considered nor will leases be renewed if these id’s have expired.

NOTE: Applicants who have a Green Card, current State Driver’s license, or a current State Identification card and a Social Security Card will satisfy the Identification requirements. Applications will not be considered nor will leases be renewed if these id’s have expired.

To qualify for an AFFORDABLE rental rate apartment the following documents are needed to verify income:

All applicants for the affordable rental housing units must meet the following program-specific requirements, in addition to all other Resident Selection Criteria.

- **Minimum Income** - Net monthly income must be two (1.5) times the amount of the monthly rent. Provide proof of income from all sources is required for each applicant 18 years of age or older:
- Although we accept Housing Choice Vouchers, formerly known as Section 8 Vouchers, according to the **Code of Federal Regulations, Attachment A – Section 8, Definition of Annual Income 24 CFR, Part 5, Subpart F (Section 5.609)**, the Housing Choice Vouchers, formerly known as Section 8 Vouchers is not considered income, nor is it listed as a source of income.
- Proof of income from all sources is required for each applicant 18 years of age or older. Income sources include the most recent consecutive three (3) months of paystubs, Social Security Income, Social Security Disability, Child Support Income, Pensions, VA benefits and any other sources of monthly income.
- Starting a New Position: Written offer of employment letter on company letterhead stating the start date, position, salary, pay frequency and whether or not the position may earn overtime. The letter must be signed by a company representative. In addition, Frameworks CDC will remit a verification of employment form to the Human Resources department of the new employer. Which must also be completed and signed by a company representative.
 - **NOTE:** Applicants who do not have (3) months of paystubs with new employer MUST provide the additional paystubs from their former employer with pay dates joining the pay dates noted on the paystubs with their current employer with no breaks between to satisfy the (3) months of paystubs.
- Each person 18 years of age or older must complete the City of Austin’s Income Eligibility Requirement Packet and Applicant Affidavit.
- For self-employed applicants, all the above referenced income noted above are required if you are also a W2 employee, and in addition, the most recent two (2) years filed, signed and dated Federal Tax Returns (the recent Federal Tax Returns must be recent from the date that the applicant is applying for a lease), all pages and all Schedules. The most recent year to date Profit and Loss Report showing income and expenses is required.
- 4506T Form (Request for Transcript of Tax Return) – completed, signed and dated. Original signatures are required if the 4506T

transcript will be hand delivered to Frameworks CDC's office. E-signatures are acceptable if the 4506T Transcript is completed online.

- Child Support Income Requirement - Must be supported by the COMPLETE court order, including the judge's signature page. Judge must sign, AND the Office of the Attorney General Texas Child Support Disbursement Unit Payment Record, demonstrating a minimum of 6 months of current child support payments, which will also need to be reflected as deposits on your bank statements (checking or savings). Should the child support disbursement occur in your savings account, six months of your most recent savings account statements are required.

The applicant's **gross** annual household income may not exceed 50% of U.S Department of Housing and Urban Development (HUD) median family income. Household size is composed of all individuals who will be occupying the home, (please see eligible income chart on page 1 of 11). If two people are a "couple" regardless of marital status, then both people must be included on the application. A couple in the process of a divorce or separation must submit proof of filing in order to apply separately. Persons not counted as family members for the purpose of determining income include:

- A child who is subject to a shared-custody agreement in which the child resides with the household for less than 50 percent of the time;
- Unborn children; and
- Children being pursued for legal custody or adoption who are not currently living with the household.
- All applicants must comply with the verification process, sign all applicable forms and provide all necessary documentation requested by management.
- Refusal to comply will result in denial of the application.

To qualify for an MARKET rental rate apartment, the following documents are needed to verify income:

All applicants for the market rental housing units must meet the following program-specific requirements, in addition to all other Resident Selection Criteria.

- **Minimum Income** - Net monthly income must be two (2) times the amount of the monthly rent. Provide proof of income from all sources is required for each applicant 18 years of age or older:
- Child Support Income Requirement - Must be supported by the COMPLETE court order, including the judge's signature page. Judge must sign, AND the Office of the Attorney General Texas Child Support Disbursement Unit Payment Record, demonstrating a minimum of 6 months of current child support payments, which will also need to be reflected as deposits on your bank statements (checking or savings). Should the child support disbursement occur in your savings account, six months of your most recent savings account statements are required.
- An applicant's **gross** (take-home) monthly income **must be** at least 2 times the monthly rent amount.
- All Real Estate owned properties, indicating address, value, i.e. recent real estate appraisal report or recent year's County Appraisal District's tax value, equity percentage, proof of indebtedness, lease contracts if any, (This is required for W2 employees and self-employed person).
- Proof of income from all sources is required for each applicant 18 years of age or older. Income sources include the most recent consecutive three (3) months of paystubs, Social Security Income, Social Security Disability, Child Support Income, Pensions, VA benefits and any other sources of monthly income.
- Starting a New Position: Written offer of employment letter on company letterhead stating the start date, position, salary, pay frequency and whether or not the position may earn overtime. The letter must be signed by a company representative. In addition, Frameworks CDC will remit a verification of employment form to the Human Resources department of the new employer. Which must also be completed and signed by a company representative.
 - **NOTE:** Applicants who do not have (3) months of paystubs with new employer MUST provide the additional paystubs from their former employer with pay dates joining the pay dates noted on the paystubs with their current employer with no breaks between to satisfy the (3) months of paystubs.
- For self-employed applicants, all the above referenced income noted in numbers 8 & 9, if you are also a W2 employee, and in addition, the most recent two (2) years filed, signed and dated Federal Tax Returns (the recent Federal Tax Returns must be recent from the date that the applicant is applying for a lease), all pages and all Schedules. The most recent year to date Profit and Loss Report showing income and expenses is required.
- 4506T Form (Request for Transcript of Tax Return) – completed, signed and dated. Original signatures are required if the 4506T transcript will be hand delivered to Frameworks CDC's office. E-signatures are acceptable if the 4506T Transcript is completed online.

RENTAL HISTORY: Applicants are required to list two (2) years of residential history on their rental application. Applicant(s) must have a current rental history (i.e. apartment community or Mortgage Company) reflecting a prompt payment record. A prompt payment record is defined as no more than three (3) late payments within a one (1) year period. Any unpaid sums will result in denial of the application.

Applicants who have been evicted for nonpayment of rent, but have paid off this debt to the landlord will be considered for occupancy. Applicants who have skipped/left without notice, asked to move, terminated or non-renewed by management, currently owes unpaid sums for damages or have a history of lease violations at any previous rental property will be denied. Any damages and/or lease violations that are directly related to protections under the Violence Against Women Act (VAWA) will not result in a denial of the application.

Applicants who have negative rental history at any community owned and managed by Frameworks CDC will be denied. *Negative Rental History* is defined as those who have been evicted, skipped/left without notice, asked to move by management, owed sums for rent and/or damages or non-renewed. If there is no verifiable rental history, applicant will be subject to an additional deposit equal to one (1) months' rent, providing all other criteria's are acceptable.

Credit Requirement – Credit history will be reviewed and analyzed for timely payment of bills, age and type of open accounts and amount of credit inquiries as well as percentage of open credit available. Delinquent medical accounts and paid collection accounts will not be considered. Depending on the condition of the applicant's credit, an application may result in a denial.

Automatic Denial for Residency – An applicant will automatically be denied for the following reasons:

- Applicants who have indicated that they and/or other residents who will be residing in the unit are smokers.
- Eligible Income exceeding the maximum allowable for our programs, if applying for an affordable housing unit;
- Gross Net monthly income must be at a minimum 1.5 times the rent amount if applying for an affordable housing unit;
- Gross monthly income must be at a minimum 2 times the rent amount if applying for a Market housing unit.
- Applicant(s) who have been convicted for a criminal offense as outlined above. Rental applicants who currently have charges pending against them for any of the above-described offenses will have their application suspended until the case has been legally resolved;
- Having been evicted by a current/previous landlord for cause;
- Any false or misleading information provided by the applicant on the written application or omission of a material fact, including providing a false Social Security number;
- Any open bankruptcy cases (s) that has not been discharged or any credit score that results in denial, as set forth above;
- Any unresolved debts to a landlord or mortgage holder (unless debt is paid prior to approval of application);
- Behavior deemed inappropriate by management and its agents as disruptive, rude, and or disrespectful prior to prospective applicant's application being accepted for occupancy; or
- Other good cause, including, but not limited to, failure to meet any of the selection criteria in this document;
- Poor housekeeping, damaging the rental property of others, or interfering with business operations.

Application Denial Notification – If management rejects the application for any reason, a rejection letter will be sent to the applicant within seven (7) days of the determination. The letter will state in writing the reasons for the denied application. Frameworks CDC does not have an appeal process for the denial of an application.

Should application for residency be denied, there is a six (6) month waiting period before a new application can be made. In the event that the denial is due to a housing debt the waiting period may be waived upon proof of paid debt.

Security Deposit:

Security deposits will change subject to the change in monthly rental amounts. Please ask staff for current rental rates and amount of the corresponding deposit.

Signing the Lease:

Management will not execute the lease until and unless all required documentation has been submitted, criminal background and credit checks have been completed, prior rental verification has been received, all fees and deposits paid; and proof of transfer of utilities has been provided.

Prospect List:

Management will maintain a prospect list for all units in the property. Prospective residents are added at their request to a waiting list without application or application fee. The waiting list will be kept chronologically.

The waiting list will contain the following applicant information:

- Date the prospective resident's information was received
- Name of the head of household
- Contact Information – telephone number, email and/or other preferred contact method
- Unit size desired
- Income level (i.e. 50% or Market)
- Need for an accessible / audio/visually converted unit
- Comments – record of correspondence between management and applicant
- Removed/rejected date
- Move-in date preferred

A promise regarding possible length of waiting time is not provided since apartment turn-over cannot be predicted.

Procedure for being placed on the prospect wait list:

A prospective resident who desires to be placed on the prospect list will be asked to provide certain information, which allows a tentative determination (subject to confirmation) of the prospective resident's eligibility that will include family size, household characteristics and estimated anticipated annual household income.

Disability status is required only if the prospective resident is requesting an accessible unit or special accommodation. Only verification of the disability will be required; no specific medical information need be submitted.

Notification of apartment availability from prospect list:

When a unit becomes available, the prospect list will be reviewed to fill the vacant unit.

It is Frameworks CDC's policy that preference will be given to current residents requesting a reasonable accommodation or requiring an accessible unit or to a current resident protected under VAWA, who will take precedence over any prospective resident on our waiting list.

Using the maximum income limits and household size as guidelines, contact will be made via the telephone and/or e-mail using the information provided to management. The prospective resident will be notified of the expected date when an appropriate unit is expected to be available.

Once management has made contact with the prospective resident regarding the unit availability, the prospective resident will have **24 hours to respond to management** regarding a decision to move forward with the application process.

If a response is not received within the given time period, the prospective resident's name will be removed from the waiting list. If the prospective resident responds and refuses occupancy, he or she will remain on the waiting list, in chronological order, if desired; if the prospective resident is offered occupancy from the waiting list twice and refuses occupancy both times, the prospective resident will be removed from the waiting list.

If a prospective resident notified from the waiting list desires to pursue leasing the available unit, he or she will be subject to all of the screening and other requirements in this Resident Selection Criteria. If eligible for occupancy, the apartment will be held for a maximum of 3 business days for a prospective resident from the time the prospective resident is notified that an apartment is available.

Updating of waiting list information:

Property staff may contact prospective residents on the waiting list periodically in the form of a phone call or email to confirm continued interest. If there is no response from the prospective resident within fourteen (14) days contact initiated by property staff, the email is returned undeliverable, or a negative response is received, the prospective resident will be removed from the waiting list without further notice.

Pet Policy:

- Non-refundable pet fee is \$300.00 per pet;
- The pet deposit is \$350.00 per pet, which will be refunded at the termination of the lease less any damages caused by the pet;
- Only two (2) pets are permitted per unit. It is our policy to only accept cats and dogs ONLY. NO OTHER TYPE OF ANIMALS/REPTILES ARE PERMITTED;

- Each animal must weigh less than 35 lbs when fully grown;
- The following breeds are not allowed and include any blood line or any part: Pit Bull (Bull Terrier/American Staffordshire terrier), Rottweiler, German Shepherd, Doberman Pinschers, Boxers, Chow, Cane Corso, Wolf Hybrids, Blue Healer, Akitas, Alaskan Malamutes, Great Danes, Mastiffs, All Huskies, or other breeds not currently listed which may be determined to present a danger to Frameworks CDC residents; and
- Picture of Pet(s) and Vaccination records (Documentation must come from a license Veterinarian indicating the date of the rabies vaccination, the date the vaccination expires, weight, height and breed – mixed breed as a description is not acceptable), required prior to moving the pet into the unit.

NOTE: Qualified service/assistance/support animals are permitted and are not subject to these policies regarding pets. Prospective residents must, however, make Management aware that they have a registered service/assistance/support animal and provide management with a copy of the order from a certified professional regarding the need for the service/assistance/support animal. Please refer to document called, “Fair Housing Act HUD’s Assistance Animal Notice, January 28, 2020.

Reasonable Accommodation Policy:

It is our policy, pursuant to Section 504 of the Rehabilitation Act and the Federal Fair Housing Act to provide reasonable accommodations and modifications upon request to all applicants, residents and employees with disabilities. Management is obligated to offer qualified applicants with disabilities additional consideration in the application of rules, practices or services and structural alterations to the residential units if it will enable an otherwise eligible applicant or resident with an equal opportunity to access and enjoy the housing program. Management is not, however, required to make a reasonable accommodation or physical modification if the accommodation or modification result in a financial burden to the property, is a structurally impracticable alteration, requires the removal of a load bearing wall or if it requires management to alter or change a basic component of the housing program.

Defining Persons with Disabilities:

- Any person having certain medical conditions, or a physical, mental, or psychological impairment that;
- Limits the person’s ability to conduct the activities of daily living;
- Is such that the person’s inability to conduct the activities of daily living could be improved by more suitable housing conditions;
- Persons infected with the human acquired immunodeficiency virus (HIV) who are disabled as a result of infection with the HIV.

Section 504 /Reasonable Accommodation Procedures

A person with a disability may request a reasonable accommodation during the application process and anytime during residency by submitting all requests in writing (which may include email), or orally to the Management office. Requests will be responded to within 7 days. Individuals with a disability wishing to request a reasonable accommodation to complete the application process should contact the Management Office at 512-385-1500.

Violence Against Women Act (VAWA Protections):

The law protects victims of domestic violence, dating violence, sexual assault or stalking including any household members from being evicted or denied housing assistance if an incident of violence is reported and confirmed. Requests for Reasonable Accommodations of any qualifying criteria directly related to protections under VAWA will require proper documentation within 14 days to support the request. Any information provided will remain confidential except to the extent that the disclosure is required by applicable law.

Under The Violence Against Women Act (“VAWA”), criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a resident’s household or any guest or other person under the resident’s control, shall not be cause for denial of admission to Frameworks CDC if the resident or an immediate member of the resident’s family is the victim or threatened victim of that abuse. However, nothing in the VAWA limits the authority of Frameworks CDC to deny admission to, or evict from, or terminate the assistance of any prospective resident, applicant, resident or lawful occupant if Frameworks CDC can demonstrate an actual and imminent threat to other residents or those employed at or providing service to the property.

A domestic violence victim may provide to management, (1) a Federal, State, tribal, territorial, or local police record or court record; (2) documentation signed and attested to by an employee, agent or volunteer of a victim service provider, an attorney or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence or stalking, or the effects of abuse, in which the professional attests under penalty of perjury to the professional’s belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, or stalking has signed or attested to the documentation.

Limited English Proficiency (LEP):

For persons that do not speak English as their primary language and for those who have a limited ability to speak, write or understand English, Management will make reasonable efforts to provide language assistance to ensure meaningful access to the information and services we provide. This may include interpreter services and or written materials translated.

Si alguna persona con alguna discapacidad necesita ayuda, o alguna persona tiene dificultad entendiendo Ingles, sera un placer ayudarles en nuestra oficina. Nuestra oficina esta localizada en el 2200 E. Martin Luther King Jr. Blvd, Austin, TX 78702 Nuestro horario laboral es de Lunes a Viernes desde las 9:00am hasta las 5:00pm.

Criminal Background – All applicants are subject to a criminal background check. The following is the criteria used to deny an applicant.

Resident Selection Criteria and Criminal Background Screening

The following Criminal Background Screening will be applied when screening applicants for residency:

1. Only criminal **convictions** (not arrests) shall be considered in the criminal background screening process.
2. Convictions shall be determined by the identified offense described in the table below and the corresponding classification. Look-back periods shall be determined by the residency of the property.
3. Look-back periods run from the date of conviction. Screening for any category of offense extends, therefore, only for as long as the number of years from the date of conviction specified below:

TYPE	DESCRIPTION	CLASSIFICATION	Family
Crimes Against Persons and Family	Murder	Felony: Capital, First, Second	Lifetime
	Manslaughter	Felony: Second	Lifetime
	Criminal Negligent Homicide	Felony: State Jail	5 Years
	Kidnapping, Abduction, Trafficking, Smuggling	Felony: First, Second, Third	Lifetime
	Assault, Aggravated Assault, Injury to a Child, Elderly Individual, or Disabled Individual	Felony: First, Second, Third	5 Years
	Assault, Injury to a Child, Elderly Individual, or Disabled Individual	Felony: State Jail; Misdemeanor: A, B	3 Years
	Forcible Sex Offenses	Felony: First, Second, Third	Lifetime
	Non-Forcible Sex Offenses	Felony: State Jail; Misdemeanor: A, B	5 Years
	Deadly Conduct (with a Firearm), Terroristic Threat	Felony: Third, State Jail	5 Years
	Deadly Conduct, Terroristic Threat	Misdemeanor: A, B	3 Years
Crimes Against Property	Arson Related Offense	Felony: First, Second, Third, State Jail	Lifetime
	Destruction/Damage/Vandalism of Property	Felony: First, Second, Third, State Jail	5 Years
	Armed Robbery Offenses	Felony: First	5 Years
	Robbery Offenses (no weapon involved)	Felony: Second	3 Years
	Burglary (of habitation)	Felony: First, Second	5 Years
	Burglary	Felony: Third, State Jail	3 Years
	Criminal Trespass (of habitation)	Misdemeanor: A	1 Year
	Theft, Stolen Property, Fraud Related Offense	Felony: First, Second, Third, State Jail	3 Years

TYPE	DESCRIPTION	CLASSIFICATION	Family
Crimes Against Society	Prostitution Related Offenses	Felony: First, Second, Third, State Jail	3 Years
	Stalking	Felony: Second, Third	3 Years
	Drug Manufacture, Distribution, Possession, Possession with Intent to Distribute	Felony: First, Second, Third	5 Years
	Drug Manufacture, Distribution, Possession, Possession with Intent to Distribute	Felony: State Jail; Misdemeanor: A, B	1 Year
	DUI and/or DWI Related Offenses	Felony: Third, State Jail	1 Year

4. Where an applicant has multiple offenses, the look-back periods shall run concurrently.
5. Offenses not listed shall not constitute justification for denial of housing. Where a conviction occurred outside of the State of Texas, property owners/managers shall use their best judgement to interpret the conviction according one of the descriptions above.
6. Where an offense can be understood to fall under more than one category, the higher lookback period shall be used. Where a development receives funding from the State of Texas or HUD and an offense has been identified for heightened scrutiny, including a lifetime ban, the higher level of scrutiny will apply.

Signing this acknowledgement indicates that you have had the opportunity to review the above Criminal Background Screening. If you do not meet, the criteria set forth, or if you provide inaccurate or incomplete information, your application will be rejected. Signing this acknowledgement authorizes the property manager to run a Criminal Background Screening check as part of your rental application.

We look forward to having you as a resident. If you have any questions, please do not hesitate to contact us at 512-385-1500 or 711 – TX Relay Service for The Hearing Impaired (Free Service).

By signing below, I attest that I have received and read the Resident Selection Criteria for Frameworks CDC.

_____ Signature – Lessee	_____ Date
_____ Signature – Lessee	_____ Date
_____ Signature – Adult 18 or over	_____ Date
_____ Signature – Adult 18 or over	_____ Date