



## Information & Application Packet for Prospective Residents



[www.ravenlanding.org](http://www.ravenlanding.org) • [info@ravenlanding.org](mailto:info@ravenlanding.org) • (907) 328-5458

Office: 1222 Cowles St, Fairbanks AK 99701

Mailing: 949 McGown Street, Fairbanks, AK 99701

Owned and operated by: Retirement Community of Fairbanks, Inc.  
a 501(c)(3) corporation • Tax ID number 20-1253962



## About Raven Landing

### Our mission

We are a dynamic residence for Fairbanks seniors where diversity, security, healthy living, independence, and mutual assistance are core values, with a vibrant community center for Fairbanks area events and senior activities.

### From Fairbanks, for Fairbanks

We love our town and do not want to leave, but as time goes by, the responsibilities of home ownership can become more and more of a burden. Raven Landing offers relief from those responsibilities along with a vibrant community.

### Freedom & flexibility

At Raven Landing, we take care of the snow removal, the maintenance, and the lawn care, so you can focus on living the life you choose for yourself. Hit the road for a month while we keep a secure eye on your home. Enjoy five meals per week from our top-caliber chef, and cook when you want to, not when you have to. Take advantage of light housekeeping twice a month in your apartment. Let us handle the chores; you've earned a break!

### Community

Raven Landing is built for community. All four of our residential buildings are connected by interior walkways, with Raven Landing Community Center at the heart of it all. Whether it's cards with neighbors, a book club, bocce, ping pong, watercolor class, guitar group, or a simple cup of coffee with a friend.

### Non-profit

Without the vision, passion, and commitment of a core group of "dreamers," Raven Landing would not exist. It is here today because they were committed to the idea that Fairbanks seniors who love their town can and should remain in Fairbanks, continuing to enjoy and contribute to their community. Raven Landing has always been a non-profit venture: mission-driven and resident-responsive, with current residents serving on the Board of Directors.



## Independent living

***We are an independent living facility, which means that we do not have medical staff or provide medical care. In the spirit of independent living, then, Raven Landing residents choose for themselves the kind of assistance they need from caregivers, hiring such care individually and at their own expense, whether for medical needs, help with daily tasks, as a “buddy” for keeping active, or other needs.***

At Raven Landing, you have your own apartment, not merely a dorm-style room. This is your home, and we encourage you to make it your own, with your own décor, arrangement, and feel. Each apartment has its own balcony or patio, cold storage closet, and an intercom-connected secure entry for welcoming visitors. If you have a car and are still driving, a designated carport is available. We also offer garage spaces for an additional charge on a space-available basis. Small pets are welcome, with an additional deposit and monthly fee.

## Life, streamlined

If you treasure your independence but also want to de-clutter your life—not just in terms of “stuff,” but also in terms of daily, weekly, and seasonal tasks, Raven Landing may be right for you. If you like the idea of easy access to a community of peers while still having a space of your own, this could be your new, favorite home. If you would like to have a single monthly bill instead of five, six, or seven, our dream just might be yours too. If you seek a setting in which transitioning from one season of life to another is made simpler through supportive but not invasive amenities and services, look no further: Raven Landing is here for you.



## Amenities & Costs

### Apartment features

- Large dining/living room/kitchen area
- Bath with roll-in shower
- Washer/dryer hook up
- Balcony or patio
- Handicap accessible
- Small pets allowed
- Storage closet
- Carport or head bolt plugin if needed

### Building features

- Elevator
- Laundry room
- Large Community Room for relaxation, entertainment, or meals
- Secured entry with audio/video identification of visitors
- Sprinkler system and smoke alarms

See p. 6 for information on our subsidized housing units

### Rent & monthly fees

	Studio	One-Bedroom	Two-Bedroom
<b>Base rent</b>	\$1335	\$1975	\$2500
<b>Amenities pkg (required)</b>			
Single occupancy	\$855	\$855	\$855
Double occupancy	\$1370	\$1370	\$1370
<b>Total</b>			
Single occupancy	\$2190	\$2830	\$3355
Double occupancy	\$2705	\$3345	\$3870

### Rent charge includes

- Rent
- Heat, electricity, water
- Wastewater, trash
- Carport
- Storage closet

### Amenities package includes

(not optional)

- Local phone
- Internet (250 Mbps, 250GB/month)
- Five meals per week
- Light housekeeping 2X per month
- Maintenance and grounds
- Resident activities: exercise, games, enrichment, social

## Apartment layouts

### Studio (480 sq ft)



### One bedroom (720 sq ft)



### Two bedroom (910 sq ft)



## Subsidized Housing (Neighborhood Stabilization Program)

If you earn less than 80% of the annual median income for your household size, you may qualify for one of our six Neighborhood Stabilization Program apartments.

### NSP rent & monthly fees

(adjusted annually)

	Studio	One-Bedroom	Two-Bedroom
<b>Base rent</b>	\$895	\$1125	\$1485
<b>Amenities package (optional)</b>			
Meals	\$400		
Communication	\$55		
<b>Total</b>	\$895 - \$1350	\$1125 - \$1580	\$1485 - \$1940

Qualification for these units is carried out in two stages:

### Waitlist

Follow the normal Inactive Waitlist procedure. The Waitlist Agreement Fee will be waived, **unless** you are applying to be on **both** the Market and NSP waitlists.

### Financial Qualification & Verification

When an NSP unit comes available OR in anticipation of likely availability, the top person(s) on the NSP Waitlist will be contacted to begin financial qualification.

Following HUD/AHFC guidelines, the Raven Landing General Manager will guide you through the financial qualification process, beginning with a preliminary questionnaire, then continuing on to the Tenant Income Verification process. If the applicant and his/her household qualifies for NSP housing, they will be invited to move into Raven Landing at the corresponding NSP rental rate.

For NSP residents, some amenities fees are waived, while others are optional. None are mandatory (see table, p. 6).

### Current income limits

Single-person household: \$55,250 maximum  
Two-person household: \$63,150 maximum

## Sounds great! What's next?

**Take a tour:** Visit [www.ravenlanding.org/contact](http://www.ravenlanding.org/contact) or call (907) 888-2471

**Stop by the office:** 1222 Cowles St, Fairbanks AK 99701

Reception hours Mon - Fri 9a - 3p

Submit your application for the **inactive** or **active** waitlist. More details below.

[www.ravenlanding.org/apply](http://www.ravenlanding.org/apply)

## How to apply

Application materials are included at the end of this packet.

### Market rate vs. Neighborhood Stabilization Program rate

Note that it is possible to apply for housing in our Market Rate apartments (89 of our 95 units), Neighborhood Stabilization (Subsidized Housing) apartments (6 of 95 units), or both.

### Inactive waitlist

If you are **not yet ready** to move into Raven Landing, you can sign up on our Inactive Waitlist to establish your priority order now. When you are ready to move to the Active Waitlist, your offer order will be based on your original **Inactive** Waitlist date - so it is to your advantage to get on our Inactive Waitlist early! See page 8 for details.

### Securing your spot on the waitlist is easy!

When you sign up for the Inactive Waitlist, it locks in your priority date for any future offers. With just two one-page forms and \$100, you secure your spot on our list. Whenever you later decide to move to the Active Waitlist, you'll benefit from getting started early!

### Active waitlist

If you are **ready to move into Raven Landing**, submit all the Inactive Waitlist items **plus** additional items. See page 8 for details.

### Apartment offers

When your application is approved, your name is taken from the chronological spot on the Inactive Waitlist and moved to a short list of pre-approved residents, the Active Waitlist. As an apartment becomes available, the next pre-approved applicant is offered an apartment of the size requested, in order of original Waitlist Agreement date.

## Moving in

- When a vacant apartment of the selected size is offered to you, you may or accept or decline.
  - If you decline, you will be placed on a 90-day hold for subsequent offers, but you will **not** lose your place on the waiting list.  
*After three declines, you will be moved back to the Inactive Waitlist.*
  - If you accept, you will sign the Intent to Lease agreement.
- Intent to Lease** is signed and \$1000 is collected to hold the apartment, agreeing to take possession and begin paying rent within three weeks. The \$1000 becomes your security deposit at lease signing.
- Lease signing and taking possession**
  - **Lease agreement**
  - **Services (amenities) agreement**
  - **Pet application**, vaccination records, and fees if applicable

## Application Checklist

### Inactive Waitlist

- Inquiry for Senior Housing** (A)
- Waitlist Agreement** (B)
- \$100 Waitlist Fee (waived for NSP)

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### Active Waitlist

- All items** from the **Inactive Waitlist** checklist above, plus:
- Application for Residency** (2 pages) (C)
- Financial Resources Form** (D)
- Supporting documentation for financial resources
- Background Check Form** (includes credit and criminal) (E)
- \$75 Activation Fee





All persons will be treated fairly and equally without regard to race, color, religion, sex, familial status, handicap/disability, national origin, source of income, sexual orientation, gender identity or marital status.

**Household Information • Please print clearly in ink**

Head of Household			Household Size	Unit Size Desired (mark all that apply)
Name (First • Middle Initial • Last)		Gender		
Current Address Street City, State, Zip			<input type="checkbox"/> Studio <input type="checkbox"/> One bedroom <input type="checkbox"/> Two bedroom	
Phone 1:		<input type="checkbox"/> Cell?	Email:	
Phone 2:		<input type="checkbox"/> Cell?		
Additional Contact Information (Children or Friend) Name:				
Relationship:		Phone:		
Email:				
<b>How did you heard about Raven Landing? Check all that apply</b>				
<input type="checkbox"/> Newspaper	<input type="checkbox"/> Internet	<input type="checkbox"/> Telephone Book		
<input type="checkbox"/> Resident (current or former)	<input type="checkbox"/> Drive by	<input type="checkbox"/> Case Worker		
<input type="checkbox"/> Vendor	<input type="checkbox"/> Housing Organization	<input type="checkbox"/> Religious Organization		
<input type="checkbox"/> Senior Center	<input type="checkbox"/> Friend or Relative	<input type="checkbox"/> Radio		

**NSP (Subsidized Housing) Eligibility • See page p. 6 for details.**

<b>Income:</b> As a single person is your income less than \$55,250/year?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
As a couple is your income less than \$63,150/year?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Disability:</b> Is any member of the household permanently disabled?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you require any special housing needs as a result of the handicap or disability?*	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>**All units at Raven Landing are wheelchair and handicapped accessible.</i>		

By signing below, I understand that I am agreeing to be contacted with further information from the property that Retirement Community of Fairbanks manages. I further agree that this form is only a request for further information and will not change my current obligation to Raven Landing.

Signature of head of household

Date:







The Enrollee(s), \_\_\_\_\_ (full legal name) and \_\_\_\_\_ (if second enrollee, full legal name), and the Retirement Community of Fairbanks, Inc. ("RCF"), an Alaska Nonprofit Corporation agree that:

<b>Received</b>
By: _____
Date: _____
Time: _____
Delivery: _____

1. The Undersigned has paid to, and RCF acknowledges, receipt of the Waitlist fee in the amount of One hundred Dollars (\$100), which is nonrefundable. Specific Program fees may vary.
2. In return for the Waitlist fee, RCF agrees that the Enrollee shall have the right, but not the obligation, to lease one (1) rental unit at Raven Landing Senior Community.
3. This Waitlist Agreement places Enrollee on a Raven Landing Waitlist as of the date signed by RCF above. The Enrollee agrees that this agreement does not assure the Enrollee of any specific lease or rental rate for the rental unit, but only preserves the Enrollee's right to lease the unit, subject to the other terms of this agreement, for the current fair market rental value of that unit.
4. On the death or disability of the Enrollee, RCF will cancel this agreement, but the Waitlist fee will not be refunded.
5. When apartments are due to become available, RCF shall give the Enrollee written notice and application directives and forms, provided the Enrollee is on the Active Waitlist. Returned application forms shall be reviewed by the General Manager and applicants will be accepted in the order of priority established by the Waitlist.
6. Neither the Enrollee nor RCF may assign, transfer or otherwise convey this agreement to another person without the written consent of the other.
7. Type of rental program • Choose one or both:
  - Market rate** Waitlist
  - Neighborhood Stabilization Program** (subsidized) Waitlist

If choosing Both Waitlists, Enrollee agrees to pay all application fees until that time when verified as eligible for the NSP.

8. Inactive or Active Waitlist • Choose one:
  - Inactive** Waitlist: Enrollee will notify RCF when ready to be offered an apartment.
  - Active** Waitlist: Enrollee is prepared to consider an offered apartment, and to sign lease documents within three weeks of accepting an offer. When Enrollee declines an offered apartment, he/she will be placed on a 90-day hold. After three declines, the Enrollee will be moved to the Inactive Waitlist.

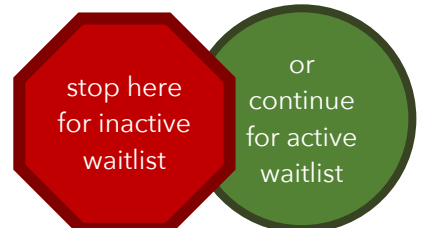
Enrollee 1 \_\_\_\_\_ Date \_\_\_\_\_

Enrollee 2 (if applicable) \_\_\_\_\_ Date \_\_\_\_\_

For Retirement Community of Fairbanks \_\_\_\_\_ Date \_\_\_\_\_



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**Applicant 1**

Full legal name (Last, First MI)
Preferred name
Date of birth
Mailing address
Phone 1 <input type="checkbox"/> cell
Phone 2** <input type="checkbox"/> cell
Email address

**Applicant 2**

Full legal name (Last, First MI)
Preferred name
Date of birth
Mailing address*
Phone 1** <input type="checkbox"/> cell
Phone 2** <input type="checkbox"/> cell
Email address**

\*if different \*\*optional

**Seeking apartment size** (check all that apply):

Studio  One-bedroom  Two-bedroom

**Pets:** Do you have pet(s) you wish to bring to

Raven Landing?  Yes  No

**In case of emergency**

Name	Phone
Address	Email
	Relationship

**Person with General Power of Attorney** (if any)

Name	
Address	Email
	Relationship

**Health Care Representative (Durable Power of Attorney for Health Care)** (if any)

Name	
Address	Email
	Relationship



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**Raven Landing** is not just a place to live; our goal is to create a dynamic residence for Fairbanks seniors where diversity, security, healthy living, independence and mutual assistance are core values. It is important in forming a vibrant community that residents participate in functions of Raven Landing. Therefore, the Board of Directors has determined that all services are bundled. Services include light housekeeping, local telephone, internet, secure building, and a basic meal plan.

Due in part to its funding structure, Raven Landing Senior Community must comply with certain state and federal rules which limit some charges and prohibit the inclusion of others in general fees. Your initials are required below, indicating that **"I understand and agree to pay for core services, such as a meal program, as determined by the Board of Directors."**

\_\_\_\_\_ Applicant 1                      \_\_\_\_\_ Applicant 2

The RCF through its Board will establish rules and policies governing resident conduct in order to establish a safe, tolerant, and secure community. Failure to comply with such rules may result in consequences up to and including eviction. Please initial, indicating that **"I will abide by the rules and policies adopted by the Board. I understand that I will be able to review rules and policies adopted as of the date of this application, but I will be bound by any rules and policies adopted by the Board at a later date."**

\_\_\_\_\_ Applicant 1                      \_\_\_\_\_ Applicant 2

Please briefly explain your views on the type of community in which you wish to live.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Other information**

How do you enjoy spending your leisure time?

\_\_\_\_\_  
\_\_\_\_\_

Please tell us your reason(s) for wanting to move to the Raven Landing Retirement Community.

List volunteer work you are currently doing or would enjoy doing in the future.

\_\_\_\_\_  
\_\_\_\_\_

Please provide any additional information that you would like to share or that may be of interest.

**Signature(s)**

\_\_\_\_\_ Applicant 1                      \_\_\_\_\_ Date                      \_\_\_\_\_ Applicant 1                      \_\_\_\_\_ Date



**Applicant 1**

Full legal name (Last, First, Middle)		
Date of birth		
Mailing address*		
Driver's license no.	State	Exp. date
SSN		

**Applicant 2**

Full legal name (Last, First, Middle)		
Date of birth		
Mailing address*		
Driver's license no.	State	Exp. date
SSN		

\*if different from information on **Application for Residency**

I (we) represent that the preceding information is true and accurate. I (we) understand this information will be used by the Retirement Community of Fairbanks to evaluate my (our) rental application and obtain background and credit history and that no property will be leased or rented unless this form is completed. I (we) authorize the release of this information to Nationwide Screening Services, Inc (NSS), any subscriber of NSS, any national credit repository or credit reporting agency or any other person or company in order to supply the landlord with information requested concerning me (us).

**Signature(s)**

\_\_\_\_\_  
Applicant 1

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant 1 Date









The Retirement Community of Fairbanks reviews the following areas to evaluate your ability to pay for costs related to housing and services at Raven Landing. Information reported below should demonstrate that your income is sufficient to cover your monthly obligations, including the rent and services at Raven Landing. It is important that all debts and payments are disclosed. *These may include automobile payment, fees related to home ownership such as condo fees, utilities, taxes, medical bills, credit card debt.* Each applicant should fill out a separate Financial Resources Form if your property is not held jointly. This information is kept confidential but is subject to verification. Incomplete information will delay the processing of your application. **IMPORTANT:** Attach current documentation to support information given here (recent bank and brokerage statements, appraisal, or borough assessment of home, etc.). Tax returns are not acceptable documentation, but W-2s, 1099s, etc. are.

**Monthly Income**

*per month*

**Monthly Expenses incl. Debt Payments**

Employment	
Social Security	
Pension	
Investment income (incl. IRA, 401K)	
Trust/annuity income	
*	

Auto loans	
Home loans	
Credit card debt	
Medical	
*	
*	

Net monthly income after expenses

\* Enter additional items as needed

**Assets**

Real estate - est. market value	
Investments (incl IRA, 401K)	
Trust assets	
Cash, CDs, etc.	

**Liabilities**

Real estate - Amt owed on mortgage	
Other debts	
Other obligations	
*	

Net assets (assets minus liabilities)

\* Enter additional items as needed

How will you be paying for your Raven Landing rent & services? *Check all that apply*

- My own resources
- Assistance from family/other

**If other than yourself, please have that person fill out a copy of this form also.**

How would your income be affected by the absence of a spouse or partner?

**Appl. 1** \_\_\_\_\_

**Appl. 2** \_\_\_\_\_

Printed name

Signature

Date

