

3. HOUSEHOLD REQUIREMENTS FOR BMR RENTERS AND OWNERS

Table 5. Preference Points

Priority	Points	Proof Required
Employed in Dublin for at least 6 months	3	Copy of first and most recent pay stub establishing length of employment; or Letter from employer, on company letterhead, indicating continuous employment for the past 6 months; or If self-employed in Dublin, then the business must have a current City business license for at least 6 months at the time of application.
Public service employee in Dublin*	1	Copy of first and most recent pay stub establishing length of employment; or Letter from employer, on company letterhead, indicating continuous employment for the past 6 months; or For a newly hired teacher at a State-accredited school, who will be working in Dublin, a copy of employment contract; and A letter from employer confirming employment and employer contact information.
Has resided in Dublin for at least 1 year	3	Copy of two utility bills (PG&E or water), one from at least 1 year ago and one most recent utility bill, both showing the applicant with a Dublin address; or Copy of a current rental agreement.
Seniors (62 and over)	1	A valid state driver license; or A valid state identification card (with photo); or A valid passport.
Permanently disabled	1	Doctor's note confirming that applicant is permanently disabled; or Other verification from a state agency establishing permanent disability status; or Verification of receipt of SSI or SSDI.
Veteran	1	A military department record of service such as an original military service record or certified copy. The document must contain the length, time, and character of the service.
Has an immediate family member who is a Dublin resident and who has continuously lived in Dublin for at least 1 year**	1	Copy of two utility bills (PG&E or water), one from at least 1 year ago and one most recent utility bill, both showing the immediate family member with a Dublin address; or Copy of the immediate family member's current rental agreement; and Copy of birth certificates for self and immediate family member, establishing relationship; or Other legal document establishing relationship.
Must move because housing is to be demolished or converted to condo	1	Letter from apartment owner or management firm verifying the imminent condominium conversion or demolition of the unit; and Confirmation from the City's Community Development Department.

* A public service employee is a person who is employed by a public agency such as the City of Dublin, a firefighter or police officer assigned to work in Dublin, BART, DSRSD, or USPS working in Dublin.

** Immediate family is defined as a mother, father, brother, sister, child, grandparent, or grandchild currently living together for 6 months or more.

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Example 11 demonstrates how Preference Points are calculated.

Example 11. Preference Points Calculation

Example 11.A An applicant for a BMR Unit both lives in Dublin (for at least 1 year) and works in Dublin (for at least 6 months). This individual will receive the following points:

Lives in Dublin	3 points
Works in Dublin	<u>3 points</u>
Total number of points	= 6 points

Example 11.B One member of an applicant household works in Dublin and is a schoolteacher. This household will receive the following points:

Works in Dublin	3 points
Public service employee	<u>1 point</u>
Total number of points	= 4 points