



Waiting List Opening Extended

Waiting list opened on
April 15, 2026
and closes on
August 26, 2026*

Online Application

Applications will be available to submit online. Please visit www.sahahomes.org/apply for more information.

Paper Application

Paper applications will be available for pick up during info-sessions at the off-site address: 2527 San Pablo Avenue, Berkeley, CA 94702 at the ***Updated** following times:

- 3rd and 4th Tuesdays of the Month
- ***5:00 PM - 7:00 PM**
- Full list of dates on the following page.
- Please check the website for most up-to-date times.

Paper applications will also be available online to print.

*Paper applications must be received at the address listed on the application by **August 26, 2026**. Please call the number above for assistance.

AMENITIES

- Spacious landscaped terrace with BBQ area, gardening beds, play area
- Fitness room, Community room, On-site laundry
- Break out room for small meetings, study groups, or co-working needs
- Secure bicycle storage
- Secure garage parking

BUSD Workforce Housing

1717 San Pablo Avenue

Berkeley, CA 94702

Phone: (877) 461-4902

California Relay Service (CRS): 711

EMAIL: berkeleyworkforcehousing@sahahomes.org

The head-of-household must be 18 years or older or legally emancipated at the time of application.

All units will have a preference for employees of the Berkeley Unified School District (BUSD).

Waiting list opening for one, two, and three-bedroom units.

Rent: Please see additional pages for minimum and maximum income limits.

Lottery-Based Selections

A lottery will be conducted for all applications received by the deadline. All applicants will be considered for leasing. After all units are leased, the waiting list will be limited to the remaining top 250 applicants.

Applicants that did not make the waiting list will be notified and will have to re-apply in the future when the waiting list re-opens.

Need A Reasonable Accommodation?

Persons with disabilities have the right to request reasonable accommodations to participate in the application process. If you need a reasonable accommodation, please email the property or call the number above.

Need Assistance?

The 24-hour support phone line will be open only during the duration of the waiting list opening. Please call the number above for assistance.



BUSD Workforce Housing

1717 San Pablo Avenue

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Dear Applicant,

Thank you for your interest in becoming a resident of Satellite Affordable Housing Associates. Below is some important information you should know about the process before applying.

- **The waiting list for one, two, and three-bedroom units at BUSD Workforce Housing opened on April 15, 2026 at 9:00 AM.** Applications will be available to submit online. Please visit www.sahahomes.org/apply for more information. A valid email address is required to apply online. Online applications must be **submitted by 5:00 PM on August 26, 2026.**
- Applications will also be available online to print. Paper applications will be available to pick up during info sessions at the off-site address: 2527 San Pablo Avenue, Berkeley, CA 94702 at these times: 3rd and 4th Tuesdays of the Month, 5:00 PM - 7:00 PM. Paper applications will be available to pick up on the following dates: April 21st, 28th; May 19th, 26th; June 16th, 23rd; and July 21st, 28th, and August 18th.
- Paper applications must be mailed to the address listed on the application. Applications submitted by mail **must be received at the address listed on the application by August 26, 2026.**
- **A lottery will be conducted for all applications received by the deadline.** All applicants will be placed on the waiting list for consideration. After all units are leased, the waiting list will be limited to the remaining top 250 applicants. Applicants that did not make the waiting list will be notified and will have to re-apply in the future when the waiting list re-opens. If additional applications are needed, we reserve the right to process the next applications in lottery order.
- Only complete and original applications will be accepted. **Only one application per household. Duplicate applications will not be entered into the lottery.** The 24-hour support phone line will open on April 15, 2026 at 9:00 AM and close on August 26, 2026 at 5:00 PM. Please call the phone number above or email berkeleyworkforcehousing@sahahomes.org for assistance.
- We will evaluate the individual circumstances of each application, will consider additional information submitted by the applicant, and will provide reasonable accommodations when requested, verified, and necessary. Persons with disabilities are encouraged to apply.
- If your household is over-income, or otherwise unqualified, your application will be denied. You will receive written notification and instructions on the appeal process. Persons with disabilities have the right to request reasonable accommodations to participate in the appeal process. In addition, we will consider extenuating circumstances and may make exceptions to policy as a reasonable accommodation to afford persons with disabilities equal access to our housing. For details, see attached Denial and Appeal Process.
- It is your responsibility to notify management of address or telephone number changes. If we are unable to contact you, your name will be removed from the waiting list.
- It is our policy to update the waiting list annually by sending all applicants a Waiting List Update Letter and removing the names of those who are no longer interested in or no longer qualify for housing.
- If you turn down two opportunities for housing, your application will be removed from the waiting list. You may reapply for housing when the waiting list is open.
- Federal regulations require that management recertify each household's income and assets annually. Management must also regularly inspect apartments to ensure that they are suitable for occupancy.



All applicants are subject to the following Resident Selection Criteria:

Background Checks

The City of Oakland's Fair Chance Access to Housing Ordinance and the City of Berkeley's Fair Chance Access to Housing Ordinance restrict criminal background screening (Ordinance No. 13581 CMS., Oakland Municipal Code Section 8.25; Ordinance No. 7,692-N.S., Berkeley Municipal Code 13.106). In compliance with these regulations, the following screening will be conducted.

Management will review eviction and unlawful detainer records, landlord references, to determine applicant suitability. No screening fees will be charged to the applicant. If an applicant is denied due to any of the following criteria, the applicant will receive written notification and instructions on the appeal process.

Evictions and Unlawful Detainers

Applicants with an eviction or unlawful detainer judgment date within the last five (5) years will be denied. Stipulations, dismissals, and cases without a final disposition are not a reason for denial.

Landlord Reference Checks

Management will verify residency with current and prior landlords for the past two (2) years. Management is specifically looking at payment history, incidents of damage and/or housekeeping issues, lease violations and eviction proceedings. If a negative landlord reference is received, the application will be denied. Lack of residential history does not necessarily disqualify you.

Applicant Conduct

If, during the course of processing an application, it becomes evident that an applicant has falsified or otherwise misrepresented any facts about his/her current situation, history, or behavior in a manner that would affect eligibility, applicant selection criteria qualification, allowances, household composition, or rent, the application will be denied.

If an applicant or guest of an applicant exhibits blatant disrespect, or disruptive behavior towards management, the property, or other residents any time prior to move-in, the application will be denied.

Management will deny a household if there is reasonable cause to believe that a member's behavior from 1) abuse or a pattern of abuse of alcohol and/or 2) illegal use or pattern of illegal use of drugs may interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents.

2025 Minimum & Maximum Income Limits for Alameda County

1-Bedroom Units

Rent: \$899 (30% AMI)			
Number of People in Household	1 Person	2 Persons	3 Persons
Minimum Household Gross Yearly Income	\$21,576	\$21,576	\$21,576
Maximum Household Gross Yearly Income	\$33,570	\$38,370	\$43,170

Rent: \$1,498 (50% AMI)			
Number of People in Household	1 Person	2 Persons	3 Persons
Minimum Household Gross Yearly Income	\$35,952	\$35,952	\$35,952
Maximum Household Gross Yearly Income	\$55,950	\$63,950	\$71,950

Rent: \$1,798 (60% AMI)			
Number of People in Household	1 Person	2 Persons	3 Persons
Minimum Household Gross Yearly Income	\$43,152	\$43,152	\$43,152
Maximum Household Gross Yearly Income	\$67,140	\$76,740	\$86,340

Rent: \$2,337 (80% AMI)			
Number of People in Household	1 Person	2 Persons	3 Persons
Minimum Household Gross Yearly Income	\$56,088	\$56,088	\$56,088
Maximum Household Gross Yearly Income	\$89,520	\$102,320	\$115,120

Rent: \$2,405 (120% AMI)			
Number of People in Household	1 Person	2 Persons	3 Persons
Minimum Household Gross Yearly Income	\$57,720	\$57,720	\$57,720
Maximum Household Gross Yearly Income	\$134,280	\$153,480	\$172,680

*Minimum income figures are subject to change. There is no minimum income requirement for households with Section 8 assistance. **Rent amounts are subject to change. Income Limits are subject to change.***

2025 Minimum & Maximum Income Limits for Alameda County

2-Bedroom Units

Rent: \$1,079 (30% AMI)				
Number of People in Household	2 Persons	3 Persons	4 Persons	5 Persons
Minimum Household Gross Yearly Income	\$25,896	\$25,896	\$25,896	\$25,896
Maximum Household Gross Yearly Income	\$38,370	\$43,170	\$47,940	\$51,780

Rent: \$1,798 (50% AMI)				
Number of People in Household	2 Persons	3 Persons	4 Persons	5 Persons
Minimum Household Gross Yearly Income	\$43,152	\$43,152	\$43,152	\$43,152
Maximum Household Gross Yearly Income	\$63,950	\$71,950	\$79,900	\$86,300

Rent: \$2,158 (60% AMI)				
Number of People in Household	2 Persons	3 Persons	4 Persons	5 Persons
Minimum Household Gross Yearly Income	\$51,792	\$51,792	\$51,792	\$51,792
Maximum Household Gross Yearly Income	\$76,740	\$86,340	\$95,880	\$103,560

Rent: \$2,703 (80% AMI)				
Number of People in Household	2 Persons	3 Persons	4 Persons	5 Persons
Minimum Household Gross Yearly Income	\$64,872	\$64,872	\$64,872	\$64,872
Maximum Household Gross Yearly Income	\$102,320	\$115,120	\$127,840	\$138,080

Minimum income figures are subject to change. There is no minimum income requirement for households with Section 8 assistance. **Rent amounts are subject to change. Income Limits are subject to change.**

2025 Minimum & Maximum Income Limits for Alameda County

3-Bedroom Units

Rent: \$1,246 (30% AMI)					
Number of People in Household	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons
Minimum Household Gross Yearly Income	\$29,904	\$29,904	\$29,904	\$29,904	\$29,904
Maximum Household Gross Yearly Income	\$43,170	\$47,940	\$51,780	\$55,620	\$59,460

Rent: \$2,077 (50% AMI)					
Number of People in Household	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons
Minimum Household Gross Yearly Income	\$49,848	\$49,848	\$49,848	\$49,848	\$49,848
Maximum Household Gross Yearly Income	\$71,950	\$79,900	\$86,300	\$92,700	\$99,100

Rent: \$2,493 (60% AMI)					
Number of People in Household	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons
Minimum Household Gross Yearly Income	\$59,832	\$59,832	\$59,832	\$59,832	\$59,832
Maximum Household Gross Yearly Income	\$86,340	\$95,880	\$103,560	\$111,240	\$118,920

Rent: \$3,238 (80% AMI)					
Number of People in Household	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons
Minimum Household Gross Yearly Income	\$77,712	\$77,712	\$77,712	\$77,712	\$77,712
Maximum Household Gross Yearly Income	\$115,120	\$127,840	\$138,080	\$148,320	\$158,560

Minimum income figures are subject to change. There is no minimum income requirement for households with Section 8 assistance. **Rent amounts are subject to change. Income Limits are subject to change.**

Eligibility

The head-of-household must be 18 years or older or legally emancipated at the time of application.

Admission Preferences

All units will have a preference for employees of Berkeley Unified School District (BUSD) in the following order: **1. BUSD Full-time Employee Experiencing Homelessness** – BUSD employee is a minimum .8 FTE and experiencing homelessness, **2. BUSD Part-time Employee Experiencing Homelessness** -- BUSD employee is a minimum .4 FTE but less than .8 FTE and experiencing homelessness, **3. BUSD Full-Time Employee** -- BUSD employee is a minimum .8 FTE, and **4. BUSD Part-Time Employee** -- BUSD employee is a minimum .4 FTE but less than .8 FTE.

Households will also receive priority if at least one member of the household is eligible for **City of Berkeley Housing preferences**: Displaced due to BART Construction, Displaced due to foreclosure, Displaced due to eviction, Families with Children, Current or former resident of redlined neighborhood, and Parent or grandparent lived in redlined neighborhood. A homelessness preference will only be applied to households that qualify for the BUSD preference.

Frequently Asked Questions

How do I complete an application?

Applications will be available to submit online. Please visit www.sahahomes.org/apply for more information. A valid email address is required to apply online. Online applications can be completed on a computer, tablet or mobile smartphone. Paper applications will also be available to pick up at the times listed on page one of the flyer. The 24-hour support phone line will be open when applications are available. Please contact us by phone or email for assistance.

When will I be contacted after submitting my application?

Once your name reaches the top of the waiting list, and a unit is available, we will contact you to schedule a certification interview. It is our policy to invite multiple households to start the qualification process. Housing will be offered to qualified households in waiting list order.

What is my waiting list number?

It is our policy not to disclose to applicants their specific positions on the waiting list. For applications submitted through [Doorway Housing Portal](#), the Portal notifies applicants of lottery results. Applicants can log into their Doorway Housing Portal account here: housingbayarea.mtc.ca.gov/sign-in

How long do I have to wait before I am contacted?

Waiting times vary, as it depends on waiting list size, and when current tenants move out.

What other properties are accepting applications?

Please visit our website at www.sahahomes.org/apply for the most up-to-date information on which properties are accepting applications.

What are the move-in costs?

The move-in costs include the first month's rent and security deposit. The security deposit is no more than one month's rent.

Is smoking allowed in the building?

Smoking is not allowed. For more detailed information, request to see a copy of SAHA's Agreement Regarding No Smoking Policy.

Are residents permitted to have pets?

Certain pets are allowed. Residents must apply, the animal must be approved, and there is a \$200 pet deposit. For more detailed information, request to see a copy of SAHA's pet policy.

Is there off-street parking?

Off-street parking is limited, and is not guaranteed. If you are not assigned a parking space, you may request to be added to the parking lot waiting list.

What documents will I need for a certification interview?

Your household will need to bring state-issued picture identification/driver's license for all adult household members, Social Security cards for all household members, if a social security number has been issued, proof of age for all adult household members (such as but not limited to: birth certificate, valid passport, naturalization certificate, Social Security letter verifying date of birth), Birth certificates or custody agreement for all minor household members (17 years and under), proof of income, and proof of assets.

Denial and Appeal Process

Applicants will be denied due to selection criteria outlined in the Resident Selection Policy. If an application is denied, then a denial letter specifying the reason(s) for the denial will be mailed to the applicant along with instructions on the appeal process. The applicant must respond in writing within fourteen (14) days from the date of the denial letter. Any requests for a review of the decision must be accompanied by supporting information and/or documentation not previously submitted. If the applicant does not respond within 14 days, the applicant will waive their right to appeal. If the applicant appeals and is dissatisfied with the resolution of that appeal ("Initial Appeal Decision"), then the applicant may request a final appeal ("Final Appeal") within ten (10) business days (excluding national holidays) of receipt of the Initial Appeal Decision. If the applicant requests a Final Appeal, the following shall occur:

- i. Satellite Affordable Housing Associates Property Management ("SAHA PM") shall confer with the applicant to find a mutually agreeable impartial third party to conduct a hearing on the grievance (the "Hearing"). This could be a Rent Board staff person, a professional mediator, or another person that is acceptable to both parties. If SAHA PM and the applicant are not able to agree on an impartial third party within five (5) business days (excluding national holidays) of SAHA PM's receipt of a written request for a Final Appeal, SAHA PM shall select the impartial third party.
- ii. SAHA PM will use best efforts to schedule the Hearing as soon as possible after selection of the impartial third party. At the Hearing, the applicant will be required to present her/his side of the dispute and desired outcome. The applicant may bring as much evidence to the hearing as she/he desires. The applicant may bring someone to represent her/him at the Hearing, but the applicant must also be present. Those present at the Hearing must conduct themselves in an orderly fashion.
- iii. SAHA PM will send appropriate staff to the hearing and will deal fairly with the applicant to come to a final resolution of the issue.
- iv. The impartial third party will make a final decision regarding the grievance and will issue a written decision detailing their determination within seven (7) business days (excluding national holidays) of the Hearing. This will be the final decision on the issue and there shall be no more appeals.

Due to regulatory requirements and/or the financial needs of the Property, units will not be held for applicants who are appealing a denial of a housing application. For Continuum of Care (CoC) units, the unit must be held during the 14-day appeal period, until the appeal process is closed. For all units we will continue to process applications for units during the appeal process. While a successful appeal may result in the applicant being returned to the wait list in his or her original position, the original unit for which the applicant was applying may no longer be available at the conclusion of the appeal.

Persons with disabilities have the right to request reasonable accommodations to participate in the appeal process. In addition, we will consider extenuating circumstances and may make exceptions to policy as a reasonable accommodation to afford persons with disabilities equal access to our housing.

English:	This is an important document. If you require interpretation, please call (510) 647-0700 or e-mail info@sahahomes.org .
Arabic:	هذا هو وثيقة هامة. إذا كنت بحاجة إلى ترجمة فورية ، فيرجى الاتصال بـ info@sahahomes.org أو إرسال بريد إلكتروني إلى (510) 647-0700.
Chinese:	這是一份重要的文件。如果您需要口譯，請致電 (510) 647-0700 或發送電子郵件至 info@sahahomes.org 。
Farsi:	این یک سند مهم است. در صورت نیاز به تفسیر ، لطفاً با (510) 647-0700 یا info@sahahomes.org ایمیل تماس بگیرید.
Korean:	이것은 중요한 문서입니다. 통역이 필요한 경우 (510) 647-0700으로 전화하거나 info@sahahomes.org 로 이메일을 보내주십시오.
Spanish:	Este es un documento importante. Si usted requiere interpretación, por favor llame al (510) 647-0700 o envíe un correo electrónico a info@sahahomes.org
Tagalog:	Ito ay isang mahalagang dokumento. Kung nangangailangan ka ng interpretasyon, mangyaring tawagan ang (510) 647-0700 o e-mail info@sahahomes.org .
Russian:	Это важный документ. Если вам требуется устный перевод, позвоните по телефону (510) 647-0700 или по электронной почте info@sahahomes.org .
Vietnamese:	Đây là một tài liệu quan trọng. Nếu bạn yêu cầu thông dịch, vui lòng gọi (510) 647-0700 hoặc e-mail info@sahahomes.org .