

# Home Connection of Marin

a housemate matching service



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**How would you like a housing solution that reduces your living expenses?  
Have you thought about a housemate, but unsure where to start?**

**Home Connection of Marin can help -- don't go at it alone. While we can't guarantee a successful match every time, you will have the tools and support you need to make an informed decision about a housemate.**

## Why Share Housing?

There are many reasons for pursuing a shared housing arrangement. By alleviating the pressures often associated with housing expenses, both parties may reap numerous benefits:

- \* Reduce financial worry
- \* Provide mutual assistance
- \* Increase independence
- \* Save money
- \* Share utility costs
- \* Added security

## How Does Home Connection Work?

A housing provider has an extra room(s) or separate unit available to a housing seeker who is looking for a place to live. Home Connection can facilitate two types of home sharing arrangements:

**Rent Exchange:** A housing provider matches with a housing seeker who pays rent

**Service Exchange:** A housing provider matches with a housing seeker who exchanges services in lieu of or for reduced rent

## Why Use Home Connection of Marin?

Here are just a few reasons to use Home Connection to find a housemate: every applicant has a criminal and sex offender database screening, a housing coordinator will walk you through the process, you will receive tools and support to help you choose a housemate; all services are free of charge (income restrictions apply for housing seekers), Home Connection is operated by Marin Housing Authority which has over 65 years of experience making affordable housing possible in Marin.



*We're here to help*  
**Call Cheryl Cross at**  
**(415) 491-2571**

*See reverse for more information.*

**Match Process** – Here is an outline of the process by which housing providers and housing seekers find housemates through Marin Housing Authority’s Home Connection program.

**Set/Attend Appointment** – Home Connection applicants (both providers and seekers) contact Marin Housing Authority (MHA) to set an appointment with a housing coordinator. MHA mails application packet. Applicants bring in completed application packet to appointment and provide income documents, receive Guide to a Successful Shared Housing Arrangement, and review match process with housing coordinator.

Income restrictions for housing seekers are: 

Family Size	Gross Income for the Last Month
1	\$3,138
2	\$3,583
3	\$4,033
4	\$4,479
5	\$4,838
6	\$5,196
7	\$5,554
8	\$5,913

**Background Check** – MHA conducts a criminal record and sex offenders’ registry check on all applicants (providers & seekers) and reference check if required.

**Pass Screening/Providers Receive Match Referrals** – MHA notifies applicant that he/she has passed screening. Providers will receive their first set of matches if available with their screening notification; seekers do not receive match referrals.

**Check In Weekly** – Providers and seekers must check in weekly to continue to be considered active; providers must check in to receive new match referrals.

**Provider Calls Seeker** – The provider initiates contact with seeker(s) of choice after reviewing Compatibility Form.

**Seekers Receive Compatibility Form** – Seekers contact the housing coordinator to receive the Compatibility Form and references of the provider with whom they will be meeting.

**Set 1<sup>st</sup> Interview** – If both parties are interested in moving forward, set up a time and place to meet in person in either a neutral place or at the home of the provider.

**Set 2<sup>nd</sup> Interview** – After meeting, if both parties are interested, have another meeting to review shared housing issues more completely.

**Check References** – Confirm reference names and phone numbers with each other and proceed to contact them.

**Meet with Housing Coordinator to Complete Agreement** – If you decide to share housing after checking references, contact your housing coordinator to schedule a time to return to the office to complete a Living Together Agreement. This agreement will put in writing the shared housing issues you discussed during your interviews.

**Update Housing Coordinator** – If a housing situation should change, MHA’s policy requires either party to give the other a written 30-day notice and/or any notification agreed to in the Living Together Agreement. A written 3-day notice can be given if the housing seeker fails to pay/perform rent, maliciously destroys property or maintains any nuisance upon or about the premises.