**Grit Property Group**

**Underwriting and Screening Criteria**

**Background for Applications**

* We required a government-issued photo ID as part of application – but we do not require it to be a driver’s license
* Application fees cover the cost and administration for running individual background and credit checks.
* Applying to Resource Property Management KC LLC DBA Grit Property Group does not guarantee approval by the Landlord, nor does it constitute a lease for the home to which the tenant applied.
* Only if approved by the Landlord; tenants have an opportunity to pay a deposit and sign a lease to reserve a property.
* We estimate to receive a lot of applications. However, many applicants do not receive approval, pay a deposit, and/or sign a lease. We continue to accept applications until one Applicant has completed all necessary steps to reserve the property applications processed on a first-come, first-serve basis.

**FAIR HOUSING**

Resource Property Management KC LLC DBA Grit Property Group LLC DBA Grit Property Group policy is not to discriminate against any person because of that person's race, color, creed or religion, sex, sexual orientation, national origin, age, marital status, military status, handicap, disability, or any other protected status. A tenant may ask Resource Property Management KC LLC DBA Grit Property Group to consider any reasonable accommodation or modification they need because of a disability. If so, the tenant asked to submit in writing a Reasonable Accommodation / Modification Request using HUD forms. Resource Property Management KC LLC DBA Grit Property Group will need 5 business days for a response.

**Screening Policy**

1. **Occupancy Guidelines**
	1. The following occupancy standards apply based on two persons per bedroom, plus one per home. Example: 1 Bedroom = 3 Persons; 2 Bedroom = 5 Persons; 3 Bedroom = 7 Persons; 4 Bedroom = 9 Persons; 5 Bedroom = 11 Persons.
	2. These occupancy standards do not apply to anyone protected under the Federal Fair Housing Guidelines related to familial status. Familial status is defined as "one or more individuals (who have not attained the age of 18 years) being domiciled with a parent or another person having legal custody of such individual or individuals; or the designee of such parent or other person having such custody, with the written permission of such parent or other people.
	3. The protections afforded against discrimination on the basis of familial status shall apply to any person who is pregnant or is in the process of securing legal custody of any individual who has not attained the age of 18 years." However, the Landlord reserves the right to limit occupancy in unique situations due to the physical limitations of the property (for example, limitation of the building's sewer and electrical systems) and state and local building codes that impose their own set of minimum space requirements per occupant.
2. **Age**
	1. All Applicants who will be responsible for paying rent must be listed as tenants on the lease, be 18 years of age or older and pay the non-refundable Application Fee listed by the third-party manager. All occupants 18 years of age or older who will live in the property but will not be responsible for the rent must be included in the Application, pay the non-refundable Application Fee listed by the third-party manager except as prohibited by law and are required to be listed on the lease as occupants. Occupants younger than 18 years of age when you complete the Application do not need to pay the application fee but must be listed on the lease as occupants.
3. **Credit Check**
	1. Resource Property Management KC LLC DBA Grit Property Group will request a credit report on all applicants to verify creditworthiness. Credit checks are processed through third-party property managers and credit bureaus such as Equifax, Experian, and Transunion. All applicants must have a minimum average combined credit score of 600 or above (for example, if one Applicant's score is 680 and the other Applicant's score is 560, the combined average credit score is 620). However, tenants will not be disqualified solely for having a credit history.
	2. Applicants with an average combined credit score between 600 and 650 may be required to pay additional deposits or advanced rent to reserve a property.
4. **Criminal Background Check**
	1. A criminal background check will be conducted for each Applicant and occupants aged 18 years or older. A conviction for the illegal manufacture or distribution of a controlled substance is cause for an automatic denial of an application by the Landlord. Criminal convictions relating to violent acts, crimes of dishonesty or breach of trust, or matters of similar nature or severity may cause a denial of an application. In addition to the nature and severity of the conviction, the Landlord will consider factors including, without limitation, the amount of time that has passed since the relevant conviction, whether such conviction could reasonably be deemed to be indicative of potential risk to safety and/or property, and any additional information provided pursuant to Section 38-105(e) of the Kansas City Ordinances.
5. **Income**
	1. Applicants must provide proof of verifiable gross household monthly income. Total household income must be more than 2x the monthly rent. We will take into account all verifiable and lawful sources of income, such as vouchers, maintenance, disability payments, pensions, or other income supports. If a prospective tenant has a voucher, the Landlord's requirement for any rent-to-income ratio shall apply only with respect to the portion of rent not covered by such prospective tenant's voucher amount, consistent with state and federal law, including, but not limited to, fair housing laws.
	2. *Conditional approval may be granted to applicants in which total rent payment per month is between 36% and 45% of the applicants' combined gross monthly income. Conditionally approved applicants may be required to pay additional deposits or advanced rent to reserve a property.*
6. **Rental History**
	1. If the tenant's most recent residence is a rental property, they will need to provide a copy of the lease agreement and one of the following:
		1. three months of bank statements showing monthly rental payments,
		2. three months of canceled rent checks or
		3. three months of rent payment receipts.
		4. Applicants who cannot verify recent rental payments may be required to pre-pay last month's rent before move-in.
		5. Proof of rental payments does not apply to applicants who owned their own home for the 6 months before the lease term.
7. **Guarantors**
	1. A guarantor will be required for applicants who are students or who cannot provide proof of verifiable income but otherwise meet all other application requirements. Guarantors are restricted to family members who assume responsibility for all payments pursuant to the lease. Guarantors must meet the following requirements:
		1. **Credit**
			1. Credit score of 650 or higher
		2. **Income**
			1. Income is at least 4 times the rent

**Automatic Declines**

Final decisions on all applications are based on standard criteria set by the Landlord, including rental and credit history, ability to pay rent, and background check results. Applicants will be automatically denied for any of the following:

* Prior Evictions within three (3) years of Application
* The average combined credit score for all Applicants is below 620, and any additional information provided pursuant to Section 38-105(e) of the Kansas City Ordinances has been referenced and given appropriate consideration
* Applicant's identity is not verified
* Applicant's income is not verified
* Open bankruptcies or bankruptcies within the past 3 years
* Insufficient income – Total rent payment per month is more than 50% of the applicants' combined verifiable gross monthly income. We will take into account all verifiable and lawful sources of income, such as vouchers, maintenance, disability payments, pensions, or other income supports. If a prospective tenant has a voucher, the Landlord's requirement for any rent-to-income ratio shall apply only with respect to the portion of rent not covered by such prospective tenant's voucher amount, consistent with state and federal law, including, but not limited to, fair housing laws.
* Any landlord collection in the past 3 years, and any additional information provided pursuant to Section 38-105(e) of the Kansas City Ordinances has been referenced and given appropriate consideration
* A conviction for the illegal manufacture or distribution of a controlled substance, and any additional information provided pursuant to Section 38-105(e) of the Kansas City Ordinances has been referenced and given appropriate consideration
* Registered Sex Offenders, and any additional information provided pursuant to Section 38-105(e) of the Kansas City Ordinances has been referenced and given appropriate consideration
* Misrepresentation(s) or falsifications of application
* An applicant listed on the OFEC list, and any additional information provided pursuant to Section 38-105(e) of the Kansas City Ordinances has been referenced and given appropriate consideration