



## Application Process & Steps

### #1 APPLY ONLINE

No in-person applications. Apply online at:  
<https://foodandcare.org/housing-interest-form/>

### #2 FACC REVIEW

FACC will review online application and respond via email or phone with eligibility and "next step" information.

### #4 CLIENT NOTIFIED

Clients are not officially accepted into Candlelight Villas until all eligibility criteria is verified and vetting is completed by FACC and PCHA.

### #3 PCHA APPROVAL

Once approved by FACC, client names will be submitted to Provo Housing (clients must have an active voucher or be able to self-pay).

### #5 PCHA LL PACKET

Once accepted, PCHA will receive a referral letter from the FACC. Clients will then need to contact Provo Housing and complete a landlord packet and orientation.

### #6 LEGEND PACKET

Legend serves as our property management partner and will receive a referral notice from the FACC. Clients will complete contract signing and final move-in tasks at this time.



## **FOOD & CARE COALITION (FACC)**

299 E. 900 S.  
Provo, UT 84606  
<https://foodandcare.org/housing-interest-form/>

## **PROVO CITY HOUSING AUTHORITY (PCHA)**

688 W. 100 N.  
Provo, UT 84601  
801.900.5676

## **LEGEND REAL ESTATE**

Will also have an onsite office at the FACC  
742 N. 500 W. #104  
Provo, UT 84601  
801.434.8840

## **MINIMUM ELIGIBILITY**

- Clients must be homeless and active within our Continuum of Care network of providers.
- Clients must be able to self-pay or qualify for a Provo City Housing voucher.
- Clients must agree and be active in case management services with the Food & Care Coalition or one of our onsite community partners which currently include: Wasatch Behavioral Health, Fresh Start Ventures, and the Veteran's Administration.
- Candlelight Villas received a parking exception from Provo City, therefore clients may be screened out if they have a vehicle and there are no more assigned spaces remaining.