



RENTCafé PHA - New Application Process

- **New Application Process** applies to a person or family who has never applied or participated in any HACSB Housing Assistance Program.

Note:

Do NOT follow this process if any of the following circumstances within HACSB apply to you:

- 1. You are a current HACSB tenant.**
- 2. You are currently or have previously been on a HACSB waiting list.**
- 3. You have previously been a tenant or participated in any of the HACSB programs.**

Refer to the “RENTCafé PHA – Registration Process” document if any of these items apply to you

Welcome to the **Housing Authority of the County of Santa Barbara**

Applying for a waiting list using RENTCafé PHA is Free and Easy

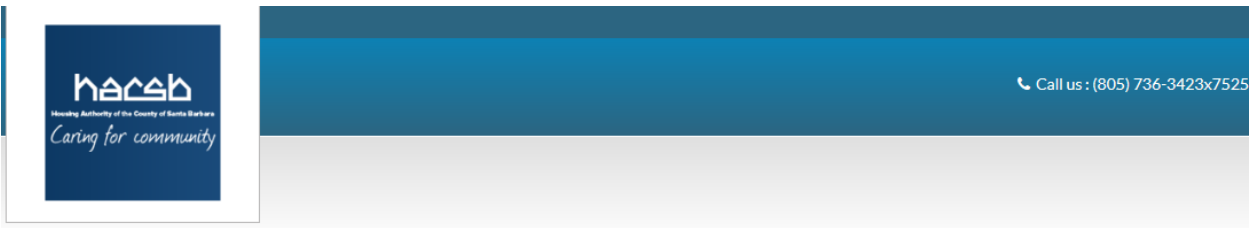
Applications are now being accepted for many of our Housing Assistance Programs

- Submitting an application is **FREE!** If you happen to enter a website that is requiring a fee or payment of any kind, you are not at the right place and should exit out of the site.
- RENTCafé PHA will allow you to:
 - Apply from your computer or any electronic device with Internet access including laptops, tablets and smartphones.
 - Review and update your information, such as email and phone numbers, to insure quality communication.
 - Review family member and income details.
 - Review waiting list basic details and preferences.
 - Review waiting list positions and apply for additional waiting lists.
- RENTCafé PHA is available 24/7. If you do not complete your application, you can logout and return later to finish completing your application.
- Your application will not be considered complete until it is submitted.
- In order for you to register for RENTCafé PHA, you **must** have a valid email address.
- The user name used for registration must be unique to the user creating the account.
- The *Email Address* and *Last Name* used during the registration process must match the information we currently have on file.
- Applying for any available waiting list does not represent an offer for housing assistance.
- The Housing Authority of the County of Santa Barbara is an Equal Housing Opportunity Provider and provides Reasonable Accommodation to individuals with known disabilities. If you require accommodation please contact our office at 805-736-3423, ext. 7525 option 1, or TDD 800-545-1833, ext.594.

To begin your RENTCafé PHA New Application Process, go to www.hasbarco.org.

Following are screenshots of the steps you will be going through during this process.

Step 1



Create An Account

I am an applicant [Click Here](#)

I am a resident

Already have an account? Login Now!

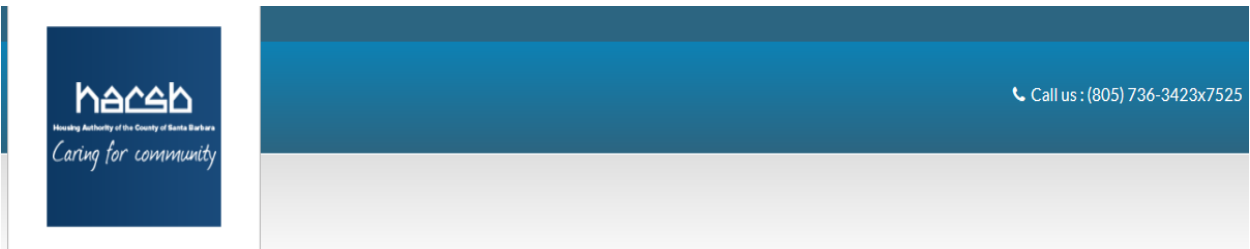
User Name

Password

[Login](#)

[Forgot password or user code?](#)
[Click here to register](#)

Step 2



Create An Account

I have a registration code

I do NOT have a registration code [Click Here](#)

Already have an account? Login Now!

User Name

Password

[Login](#)

[Forgot password or user code?](#)
[Click here to register](#)

Step 3

The screenshot shows the 'Create an Account' registration form. The form is divided into several sections: 'Personal Information' (First Name, Last Name, Password, Confirm Password, Security Question, Security Answer, SSN), 'Contact Information' (Phone, Email Address, User Name), and a 'Register' button. A blue callout bubble points to the form fields with the text 'Enter all required information'. Another blue callout bubble points to the 'User Name' field with the text 'Please Note: User name will default to your email however, this can be changed to whatever the user wants'. A third blue callout bubble points to the 'Register' button with the text 'Click "Register" when ready'. The 'hacsb' logo is in the top left, and the contact number '80573634237525' is in the top right.

Step 4

The screenshot shows the 'Create An Account' page after successful registration. A green notification box at the top says 'Registration Successful'. A large white confirmation box in the center reads 'Thank You For Registering With RENTCafé PHA! Your account has been successfully created.' The form fields are filled with test data: First Name: TESTJuan3, Last Name: TESTGacia3, Password: ***** (masked), Security Question: 'What was your first pet's name?', Security Answer: 'milo', Phone: '(805) 735-8351', Preferred Contact Method: 'Phone' (checked), Email Address: 'TESTJuan3@gmail.com', and User Name: 'TESTJuan3@gmail.com'. The 'hacsb' logo is in the top left, and the contact number '80573634237525' is in the top right.

Step 5

The screenshot displays the HACSB (Housing Authority of the County of Santa Barbara) application portal. The top left features the HACSB logo with the tagline "Caring for community". The top right shows a contact number: "Call us : (805) 736-3423x7525". Below the header is a navigation bar with the text "WELCOME, TESTHCLIVE TESTHCLIVEDB!" and links for "MY FAVORITES", "MY APPLICATIONS & CERTIFICATIONS", "MY PROFILE", and "LOGOUT".

The main content area is titled "My Application..." and shows a progress indicator of "0% Complete". A sidebar on the left lists the application steps: "Language Selection", "Welcome to HACSB", "Current Household Info", "Income Information", "Accessibility Needs", "Preferences", "Waiting List", and "Final Review & Submission".

The main content area contains the following text: "Please select your preferred language" and "Por favor, seleccione su idioma." Below this is a "Select a Language" button. A red box highlights the language selection options: "English" (selected) and "Español (Spanish)". Another red box highlights the "I'm ready to Save and Continue" button at the bottom.

Step 6

- You will now be going through several steps that will ask you questions about the following:
 - Household
 - Income
 - Preference Points
 - Waiting lists you would like to apply for
- All this information will be needed in order to complete your application.
- Your application will not be considered complete until you reach the final step, where you will be asked to submit your application. (See page 6 for screenshot)

Final Step

Processing request...

Call us : (805) 736-3423x7525

WELCOME, TESTNEWAPPLICANT TESTNEWAPPLICANT! MY FAVORITES MY APPLICATIONS & CERTIFICATIONS MY PROFILE LOGOUT

My Application... 93% Complete

Language Selection
Welcome to HACSB
Current Household Info
Income Information
Accessibility Needs
Preferences
Waiting List
Final Review & Submission
Summary
Errors
Terms and Conditions

Terms and Conditions

As required by law, I authorized you to obtain an investigative reporting in connection with this application. I also understand that any false, deceptive, or absent information will result in rejection of this application. All applications are conditional upon final review by supporting documentation by the Housing Authority of the County of Santa Barbara.

I agree to the Housing Authority of the County of Santa Barbara's terms and conditions for submitting an application.

I agree to the terms and conditions stated above.

Submit Application

Upload Documents Take me to the Summary

Search: []

Document	View
Documents for Testnewapplicant Testnewapplicant	View Document (Unsigned)

Showing 1 to 1 of 1 entries

Click on I agree and then Submit Application

Read the Terms and Conditions

- Once the final step is completed you will see a big green check mark and you will receive an auto-generated confirmation email. Attached to the email will be an attachment of your application summary.
 - Please do not reply to this email.

Call us : (805) 736-3423x7525

WELCOME, TESTNEWAPPLICANT TESTNEWAPPLICANT! MY FAVORITES MY APPLICATIONS & CERTIFICATIONS MY PROFILE LOGOUT

My Application... 100% Complete

Language Selection
Welcome to HACSB
Current Household Info
Income Information
Accessibility Needs
Preferences
Waiting List
Final Review & Submission
Summary
Errors
Terms and Conditions

Terms and Conditions

As required by law, I authorized you to obtain an investigative reporting in connection with this application. I also understand that any false, deceptive, or absent information will result in rejection of this application. All applications are conditional upon final review by supporting documentation by the Housing Authority of the County of Santa Barbara.

Congratulations your application has been submitted!

Click Here to Logout

Upload Documents Take me to the Summary

Search: []

Document	View
Documents for Testnewapplicant Testnewapplicant	View Document (Unsigned)

Click Here for a Summary Report