The Peninsula

Live | Work | Grow | Create

720 Tiffany Street, Hunts Point, The Bronx
MHANY Management Inc.

• A Not-for-Profit Affordable Housing & Community Development Organization formed in 1986
• 35 years experience helping stabilize communities
• City-wide, experienced affordable housing developer, owner, manager, housing and & landlord ambassador
• Mission and work focused to help low & moderate income individuals and families obtain affordable rental housing or become homeowners
• HUD Approved Housing Counseling Agency
• HPD Home First Down Payment Assistance certified
• Certified by the National Industry Standards annually
What is a Housing Lottery

When public funds are used to develop affordable housing, the City monitors applicant selection through a lottery process.

Selection Set-Asides
- 5% mobility impaired
- 2% visual and/or hearing impaired

Selection Preferences
- Community Preference is given to applicants residing in the community board where apartments are being built (50%)
- Municipal employees are provided a 5% preference
LOTTERY PROCESS - BASIC RULES

1. Lottery Opens - the day HDC/HPD put the building on Housing Connect 2.0 Official lottery closes: 60 days after official opening day

2. Request an Application- Applications may be requested by email (peninsula1b@mutualhousingny.org); mail request or walk-in to MHANY office (470 Vanderbilt Ave. 9th fl, Brooklyn, NY 11238), call (718) 246-8080 ext. 224 or applicants can apply directly through Housing Connect website www.housingconnect.nyc.gov/publicweb/

3. Submit One Application per Household Filled Out Completely & Accurately
   • Multiple applications for the same lottery automatically disqualifies you
   • Be accurate and clear about who the members of your “household” are- (those who will move in with you)
   • Be precise & clear about your household income

4. Respond Immediately When Contacted
   • Provide All Requested Documents Within The Requested Timeframe
FINDING CURRENT LOTTERIES

1. Printed media
2. Flyers
3. Postings directly at Construction site
4. WEBSITE
5. Contact with elected officials & other community agencies

Welcome to NYC Housing Connect

NYC Housing Connect is your portal to find and apply for affordable rental and homeownership opportunities across the five boroughs of New York City.

https://housingconnect.nyc.gov/PublicWeb/
Pay Attention To:

- Minimum-Maximum Income Limits per Household Size
- Household Size
- Preferences
- Deadlines
Dear Applicant:

Congratulations, your application for an apartment located at one of the addresses listed above has been randomly selected for further processing. THIS IS ONLY A NOTICE FOR AN INTERVIEW FOR FURTHER PROCESSING. THIS IN NO WAY GUARANTEES YOU AN APARTMENT.

Please come to _____________for an interview on ________________ or  _____________________ between the hours of _______ and ____________ PM.

When you come please bring COPIES of the following documents for all of your family members listed on your application. NO ORIGINALS will be accepted:

Proof of income for everyone 18 or over who is on the application. Proof of income can be:

- 6 most recent, consecutive pay stubs;
- a letter from your employer (stating current income)
- a letter from SSI or Social Security for the current year indicating your current subsidy
- Public Assistance budget - current
- Alimony, Section 8 voucher; child support court order, unemployment benefit statements, etc.
- Documentation of any other form of income (pension ) that you may be receiving

W-2 forms, 1099 forms and Federal and State tax returns for two most recent years; if self-employed three years

Proof of identity for everyone on the application

- Birth certificates
- Social Security cards
- Driver license/State ID, or Resident Alien card, or Passport
- Wedding certificates, divorce or separation papers, if applicable

School letters for all children currently enrolled in school.

Letter from current landlord or 12 months receipts confirming rent payment

IF YOU ARE UNABLE TO ATTEND, please contact us at XXXXXXX at least 24 hours before your scheduled appointment.

We look forward to seeing you.
DEFINITION OF INCOME

- Gross annual income for each family member 18 years of age or older who plans to live in the apartment.

- Types of Income:
  - Employment
  - Self Employment (Net)
  - Off the Books (Pay in Cash – bank statement, tax returns, supporting docs)
  - Other: SSI; SSD; Pension; Food/Child Care; PA; DI; Workers Compensation; Annuities/Dividends; Rental Property; Benefits of Death; Scholarships/ Financial Aid; Cash Gift Contributions/ Unemployment, free-lance

* DO NOT include SNAP/ Food Stamps

HOUSEHOLD SIZE

Definition of a Household:

- Single person
- Single Parent Family
- Families of Two Relatives
- Couples – proof of financial interdependence
- Extended &/or non-traditional family must show proof of relation & financial interdependence
REQUIRED DOCUMENTS

• PROOF OF INCOME

For all members of your household 18 years and older:

– Six (6) or more recent copies of pay stubs, in consecutive order. Make bank deposits of checks or cash to create evidence
– Letter from the Employer declaring recent salary and income
– Social Security Income Letter for current year (SSI)
– Public Assistance Documents for current year (PA)
– Compensation Documents for Unemployment (UI)
– Section 8 voucher or other voucher/subsidy
– Food Pension & Maintenance for child care by Court order
– Signed declaration if you are unemployed
– Pensions or other retirement income
– Notarized Net Projection for self employment
REQUIRED DOCUMENTS

• FULL TAX RETURNS
  Two (2) years of tax declaration; Tax returns of three (3) years for independent applicants (if you have income reported on line 12 or 17 that applies). No documents required to file a tax return for members with SSI & SSA income.

• ASSET INFORMATION
  • Six (6) months of bank statements for checking account (online checking)
  • Most recent bank statement for savings account (online savings)
  • Retirement accounts, 401K, Stocks, Brokerages, CDs, etc.
  • Digits, Venmos, CashApp, PayPal, and all other APPS for cash transactions.

• SCHOOL LETTERS
  For all the children/adults currently enrolled in school.

• RENT PAYMENTS
  Current lease & 12-month receipts that confirm rental payments
REQUIRED DOCUMENTS

PROOF OF IDENTITY

– the following documents for all members of your household who will live with you will be required if you are selected:

– Birth Certificate - for all family members who will move with you

– State Identification/ Driver’s License, or Resident Alien Card or Passport

– Marriage Certificate, divorce or separation papers if applicable
Dear Applicant:

We have received your application to reside in the project indicated above. Based on the eligibility guidelines within the program, you are not eligible for the following reasons:

1. Your family income exceeds the program limit.

2. Your family income is not enough to sustain the level of income.

3. There are no units available within the program to accommodate the size of your family.

4. Your application was not received by regular mail as indicated.

5. Other

If you have additional information that may allow you to appeal our decision, you may contact the office at xxxxxxxxx within ten days to request a review.
APPEAL PROCESS

If You Are Found Not Eligible…

• You will receive a rejection letter which must provide you with a specific reason for your rejection.
• If you disagree, you can appeal.
• You have two weeks or ten business days to appeal the decision.

• As indicated in the rejection letter, you will need to submit an appeal in writing to the developer, explaining the reason you believe the rejection was in error and provide documentation to support your appeal.

• If you get no response from the Developer, you have the right to appeal to HPD/HDC

• The Appeal Process Is Time Sensitive & has DEADLINES!
What is considered during the evaluation of the applicant?

- **Credit and Criminal background check**
  - Applicants with prior or pending bankruptcy if filing occurred within the last 12 months.
  - Falsification of any information provided to Marketing Agent or Managing Agent on an application, income or third-party verification, or interviews
  - Applicants with total open/unsatisfied delinquencies, collections, money judgments and liens exceeding $5,000.00 excluding medical debt or student loans. Delinquency must be currently 120+ days past due or in collection
  - For a rental unit no members of the applicants household may own any residential real property in, or within a 100 mile radius of NYC
WHAT IS GOOD CREDIT?

• Credit demonstrates your ABILITY and WILLINGNESS to pay

• It is about more than just your CREDIT SCORE

• Bill payment history (loans, credit cards etc.)
  • Are you paying your minimum balances on time?
  • Do you have too much debt relative to your income?

• Are you paying your rent consistently on time?

• Owners/Agents cannot reject you based on credit score ONLY
HOW TO PREPARE FOR THE LOTTERY PROCESS

1. Pay Rent On Time

2. Make Minimum Credit Card Payments by Due Date

3. Pay Judgments, Liens & Collections

4. Housing Court Judgments- Have a good explanation of landlord’s error

5. File your taxes every year

6. Save for your 1st month’s rent and security deposit
ANY QUESTIONS

For Information
Contact MHANY
718-246-8080 ext. 224
470 Vanderbilt Avenue Brooklyn NY 11238
www.mutualhousingny.org
The Peninsula
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www.thepeninsulabx.com

THANK YOU