

**APPLICATION FOR
La Casa de Felicidad Apartments
The Head of household must be 62 years of age or older**

MAIL ONLY ONE (1) APPLICATION PER FAMILY. MAIL BY REGULAR MAIL ONLY. (DO NOT SEND BY REGISTERED OR CERTIFIED MAIL). THIS APPLICATION MUST BE POST MARKED NO LATER THAN March 12, 2010

**MAIL TO: La Casa de Felicidad Apartments
P. O. Box 2000
Bronx, NY 10451**

Each application received will be recorded. Each applicant will be contacted regarding the status of his or her application. Since there is a demand for Section 8 housing, La Casa de Felicidad apartments regrets that we cannot provide assisted housing for all those who are in need.

NO PAYMENT & OR FEE SHOULD BE GIVEN TO ANYONE IN CONNECTION TO THE PREPARATION, FILING OR PROCESSING OF THIS APPLICATION FOR HOUSING. (CREDIT REPORT FEE MAY BE CHARGED DURING APPLICATION PROCESSING.)

THE MAXIMUM ALLOWABLE OCCUPANTS FOR A ONE (1)-BEDROOM APARTMENT IS TWO (2) OCCUPANTS.

THIS INFORMATION IS TO BE FILLED OUT BY THE APPLICANT

Name: _____

Street Address: _____ Apt. No.: _____

City: _____ State: _____ Zip: _____

Home Phone No.: _____ Work Phone No. _____

Cell Phone No.: _____ Social Security No.: _____

Mailing Address (if different from above): _____

Please answer the following: Do all prospective residents have a Citizenship card? ____ Yes ____ No
 If yes, list names and registration card numbers:

FAMILY COMPOSITION

*List **everyone** who will live in the unit for which you are applying:

Name	Relation-ship to Head of Household	Sex (M/F)	Age	Birth Date	Social Security Number	Occupation (write "in school" if attending school)
1.	Head					
2.						

Housing Information

Do you live in Public Housing, City/State Assisted Housing or other?
 Federally-Assisted Housing YES NO

Is your rent presently being subsidized through Section 8? YES NO

Do you have a portable/transferable Section 8 voucher? YES NO

Current Landlord's Name: _____

Current Landlord's Address: _____

Landlord's Phone No.: _____

What is your present monthly rent? \$ _____

How much do you contribute to the monthly rent? _____

(If you do not contribute anything write "0") _____

How many persons are in your household? _____

How many bedrooms do you have? _____

How long have you lived at this address? _____

Name/address of prior landlord: _____

Name/address of landlords for past five years: _____

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Check the utilities paid by you monthly and indicate the average monthly amount:

Gas \$_____ Electric \$_____

Does anyone live with you now who is not listed above? ___Yes ___ No

Do you expect that anyone who is not listed above, including a current spouse who now lives apart, will live with you in the future? ___Yes ___No

One of the criteria for eligibility for a HUD Sec 202 is that Head of Household must be 62 years of age or older. Do you meet this criteria?

___Yes ___ No

Please specify the nature of any special accommodations you may have:

INCOME FROM OTHER SOURCES: *List all other income, for example, welfare (including housing allowance), AFDC, Social Security, S.S.I., pension, disability compensation, unemployment compensation, Interest Income, babysitting, caretaking, alimony, child support, Income from rental property, and Armed Forces Reserves.*

Household Member	Source of Income	Gross Amount		Period Received Weekly, Bi-weekly, Semi-monthly, Monthly, Quarterly	Annual Gross Amount
1.		\$	Per		\$
2.		\$	Per		\$
Total Gross income From Other Sources =					\$

INCOME FROM EMPLOYMENT:

List all and/or part-time employment for ALL HOUSEHOLD MEMBERS including yourself WHO WILL BE LIVING WITH YOU in the residence for which you are applying. Include self-employed earnings.

Household Member	Name & Address of Employer	How Long Employed (From/To)	Status F=Full Time P= Part-Time S= Self Employed	Gross Annual Earnings
1.				\$
2.				\$
Total Gross Annual Employment Income				\$
GRAND TOTAL GROSS ANNUAL INCOME: (Employment & Other Income)				\$

ASSETS:

List below the current cash value of all assets held by ALL household members, including yourself. Include below: checking accounts, savings accounts, savings bonds, certificates of deposit, money market funds, mutual funds, stocks, bonds, IRA accounts, 401K accounts, other retirement and pension accounts, trust funds, life insurance policies (except Term), personal property held as an investment (e.g. jewelry, antiques or art), equity in real estate and all other assets.

Household Member	Institution Name	Type of Asset	Account #	Current \$ Value/ Account Balance
TOTAL VALUE OF ASSETS =				

Do you NOW own Real Estate? YES NO
 If YES, what is the value? _____

Have you EVER owned Real Estate? YES NO
 If YES, When? _____

GENERAL

How did you hear about this development? (Please check one)

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Sign Posted on Building | <input type="checkbox"/> Friend |
| <input type="checkbox"/> Newspaper | <input type="checkbox"/> Housing List |
| <input type="checkbox"/> Local Organization or Church | <input type="checkbox"/> Other |

RACIAL GROUP IDENTIFICATION (Used for statistical purposes only)

This information is optional and will not affect the processing of the application.

Please Check one group which best identifies the applicant.

- | | |
|---|--|
| <input type="checkbox"/> Hispanic or Latino | <input type="checkbox"/> Black or African American |
| <input type="checkbox"/> Not Hispanic or Latino | <input type="checkbox"/> Native Hawaiian or Other Pacific Islander |
| <input type="checkbox"/> White | <input type="checkbox"/> Asian |
| <input type="checkbox"/> American Indian or Alaska Native | |

PLEASE DO NOT MAIL MORE THAN ONE APPLICATION PER FAMILY. YOU WILL BE DISQUALIFIED IF MORE THAN ONE APPLICATION PER FAMILY IS RECEIVED OR A PHOTOCOPY OF THE APPLICATION IS RECEIVED.

APPLICANT(S) MUST MEET INCOME AND FAMILY SIZE REQUIREMENTS AT THE TIME OF SUBMITTING THIS APPLICATION. APPLICANTS CAN NOT ADD OR REMOVE OCCPUANTS OR ADD OR REMOVE INCOME IN ORDER TO BE ELIGIBLE FOR AN APARTMENT.

I DECLARE THAT STATEMENTS CONTAINED IN THIS APPLICATION ARE TRUE AND COMPLETE. TO THE BEST OF MY KNOWLEDGE WARNING: WILLFUL, FALSE, MISLEADING, OR INCOMPLETE INFORMATION IN THIS APPLICATION WILL BE GROUNDS FOR REJECTION OF APPLICATION.



Signature of Head of Household _____

Date: _____

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La Casa de Felicidad Fact Sheet

La Casa de Felicidad is a building under US Dept. of HUD Section 202 Program and is located at 3097 Third Avenue in the Bronx. Applications are available for individuals and couples age 62 or older and who meet the following income and family size guidelines.

Family Size*	Apt. Type	Monthly Rent**	Maximum Income***
1	Studio	\$790	\$26,900
1-2	1 Bdrm	\$790	\$30,700

*Subject to occupancy standards **includes cooking gas
***Income guidelines adjusted for family size

To request an application, mail a post card to:

**La Casa de Felicidad, HDFC
3097 Third Avenue
Bronx, NY 10451**

Applicants will be required to meet income and additional criteria. Completed applications must be returned by **regular mail only** to a different post office box listed with the application.

Applications must be postmarked no later than March 12, 2010. Applications received after the postmark will be set aside for future consideration

NO BROKERS FEE. NO APPLICATION FEE SHOULD BE PAID AT ANYTIME IN CONNECTION WITH THESE APPLICATIONS.



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APPLICATION COVER LETTER

Re: La Casa de Felicidad Apartments

Dear Prospective Applicant:

Enclosed is an application for the above-referenced building, which participates in a governmentally assisted affordable housing program, supervised by United States Department of Housing Urban Development. Please note the following before completing and returning this application.

1. Applications will be randomly drawn and opened in a lottery process monitored by HUD. Depending on the volume of applications received, it may not be possible for all of them to be opened. Accordingly, it is possible that you may not receive a response. All applicants are encouraged to monitor the internet resource center established by The City of New York (www.hpd.gov) to keep up with new housing opportunities to which they may apply. Applying to more buildings, including those in locations that might not be your first preference, can only increase the chances that one of your applications will be opened and processed.
2. Each applicant may submit only one application. Duplicate applications/submissions will result in disqualification.
3. The application should be filled out very carefully. Leaving out information pertaining to the number and names of household members applying to live in the unit, or their incomes, may result in disqualification. In addition, **DO NOT USE WHITE-OUT OR LIQUID PAPER** anywhere on the application. If you need to correct a mistake, you should (a) cross one line neatly through the information, (b) write the revised information neatly next to it, and (c) sign your initials near the change.
4. **ONLY THE APPLICATION ITSELF SHOULD BE SUBMITTED AT THIS TIME. DO NOT ATTACH ANY CHECKS OR OTHER DOCUMENTS TO YOUR APPLICATION.** If your application is selected for further processing, additional information will be requested at that time.
5. No broker or application fees may be charged in connection to this program.
6. **Income Eligibility:** attached is a chart which breaks down the mandatory income levels for the affordable units in this building, based on family size. All income sources for all household members should be listed on the application. In general, gross income is what is calculated for most income except that net income is analyzed for self-employed applicants. Net business income from current and prior years is considered for self-employed applicants, and such applicants must have at least two complete years in the same self-employed field. However, apart from these general

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guidelines, every applicant's income information (both current income as well as from the recent past) will be low 80% of median income considered to evaluate eligibility and document a continuing need for housing assistance. Further, please note that all sources of income must be able to be documented and verified. If your application is selected for processing you will be contacted with a list of such documentation which you will need to provide at that time.

7. Other Eligibility Factors: In addition to the income requirements other eligibility factors will be applied These include:
 - A. Credit History
 - B. Criminal Background Checks
 - C. Qualification as a Household – HUD's low-income housing programs is designated for individuals, families and households who can document financial interdependence as a household unit. These affordable programs are not intended for “roommate situations” and so such applicants will not be eligible under this household criterion.
 - D. Continuing Need – Applicants to HUD's low- income housing programs must demonstrate a continuing need for housing assistance through an analysis of their assets and recent income history. For household assets (excluding specifically designated retirement accounts such as IRAs and 401Ks).
 - E. Home Visit
 - F. OTHER: Will be explained if your application is selected for furthering processing

8. Primary Residence Requirement: Any applicant ultimately approved for this development must maintain the new apartment as their sole primary residence. Therefore any approved tenant will need to surrender any other primary residence or leases prior to signing a lease for this program. While this is true of all other apartments, maintaining more than one unit which participates in any governmental housing program is a particularly egregious violation of this requirement. If you are presently residing in another governmentally assisted unit, you are free to apply to this building provided that you comply with this requirement and give up your current such unit before signing a lease with this building (if you are selected and approved). Violation of this requirement may lead to the loss of the apartments and leases in question as well as referral to the appropriate authorities for potential criminal charges.

Once you have reviewed all of this information, and would still like to apply, please complete and return the enclosed application. Deadline information and return mail instructions are included in the attached Fact Sheet.



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