

# Friendship House

## INSTRUCTIONS FOR APPLICATION

**PLEASE READ CAREFULLY. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

1. **COMPLETE ALL AREAS.** If an item does not apply to you, answer “NO or N/A” on that question or mark with a “0” if it is a dollar amount line or section.
  - a) All sources of earned income must be reported for all household members 18 years and older.
  - b) All unearned income and assets must be reported for all household members, including minors.
2. **SIGNATURES are required** by all adult applicants (18 and older).

### **RETURN YOUR APPLICATION TO:**

**New Neighborhoods Inc. office, located at  
76 Progress Drive Suite: 140, Stamford, CT 06902**

**NOTE:** Applications will be Date/Time stamped and processed in order received. ALL Adult applicants will go through the income verification, interview and background check process in order to establish eligibility.

If you have any questions, please feel free to contact the office at 203-359-2215 or visit the NNI office during office hours.

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How many people will live in the unit? \_\_\_\_\_  
 How many bedrooms are you seeking? \_\_\_\_\_  
 Do you currently have a Mobil/Choice Voucher? \_\_\_\_\_  
 Are any tenants 62 years of age or older? \_\_\_\_\_  
 Do you receive SSI - Disability payments? \_\_\_\_\_  
 How much are your annual household earnings? \_\_\_\_\_

<b>Friendship House</b>		<b>Stamford, CT</b>		<b>50% AMI</b>	<b>HUD Sect. 8</b>	<b>19</b>	<b>Apartments</b>	<b>100%</b>	<b>PBV</b>
<b>OPEN LIST</b>	<b>Monthly Rent Payments:</b>	1	2	3	4	5	6		
<b>1 Bedroom Apartments</b>	<b>30% Household Income</b>	Person	People	People	People	People	People		
Income Qualifications:	<i>Max Annual Income Limits</i>	<b>\$50,550</b>	<b>\$57,750</b>	N/A	N/A	N/A	N/A		
	<i>Min Annual Income Required</i>	<b>\$0</b>	<b>\$0</b>	N/A	N/A	N/A	N/A		

<b>Friendship House</b>		<b>Stamford, CT</b>		<b>50% AMI</b>	<b>HUD Sect. 8</b>	<b>45</b>	<b>Apartments</b>	<b>100%</b>	<b>PBV</b>
<b>OPEN LIST</b>	<b>Monthly Rent Payments:</b>	1	2	3	4	5	6		
<b>2 Bedroom Apartments</b>	<b>30% Household Income</b>	Person	People	People	People	People	People		
Income Qualifications:	<i>Max Annual Income Limits</i>	N/A	<b>\$57,750</b>	<b>\$64,950</b>	<b>\$72,150</b>	N/A	N/A		
	<i>Min Annual Income Required</i>	N/A	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	N/A	N/A		

<b>Friendship House</b>		<b>Stamford, CT</b>		<b>50% AMI</b>	<b>HUD Sect. 8</b>	<b>21</b>	<b>Apartments</b>	<b>100%</b>	<b>PBV</b>
<b>OPEN LIST</b>	<b>Monthly Rent Payments:</b>	1	2	3	4	5	6		
<b>3 Bedroom Apartments</b>	<b>30% Household Income</b>	Person	People	People	People	People	People		
Income Qualifications:	<i>Max Annual Income Limits</i>	N/A	N/A	<b>\$64,950</b>	<b>\$72,150</b>	<b>\$77,950</b>	<b>\$83,700</b>		
	<i>Min Annual Income Required</i>	N/A	N/A	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		

<b>Friendship House</b>		<b>Stamford, CT</b>		<b>60% AMI</b>	<b>LIHTC</b>	<b>1</b>	<b>Apartments</b>	<b>Choice</b>
<b>OPEN LIST</b>	<b>Monthly Rent Payments:</b>	1	2	3	4	5	6	
<b>1 Bedroom Apartments</b>	<b>\$1,353</b>	Person	People	People	People	People	People	
Income Qualifications:	<i>Max Annual Income Limits</i>	<b>\$60,660</b>	<b>\$69,300</b>	N/A	N/A	N/A	N/A	
	<i>Min Annual Income Required</i>	<b>\$42,726</b>	<b>\$54,001</b>	N/A	N/A	N/A	N/A	

<b>Friendship House</b>		<b>Stamford, CT</b>		<b>60% AMI</b>	<b>LIHTC</b>	<b>19</b>	<b>Apartments</b>	<b>Choice</b>
<b>OPEN LIST</b>	<b>Monthly Rent Payments:</b>	1	2	3	4	5	6	
<b>2 Bedroom Apartments</b>	<b>\$1,623</b>	Person	People	People	People	People	People	
Income Qualifications:	<i>Max Annual Income Limits</i>	N/A	<b>\$69,300</b>	<b>\$77,940</b>	<b>\$86,580</b>	N/A	N/A	
	<i>Min Annual Income Required</i>	N/A	<b>\$54,001</b>	<b>\$60,751</b>	<b>\$67,451</b>	N/A	N/A	

<b>Friendship House</b>		<b>Stamford, CT</b>		<b>60% AMI</b>	<b>LIHTC</b>	<b>1</b>	<b>Apartments</b>	<b>Choice</b>
<b>OPEN LIST</b>	<b>Monthly Rent Payments:</b>	1	2	3	4	5	6	
<b>3 Bedroom Apartments</b>	<b>\$1,876</b>	Person	People	People	People	People	People	
Income Qualifications:	<i>Max Annual Income Limits</i>	N/A	N/A	<b>\$77,940</b>	<b>\$86,580</b>	<b>\$93,540</b>	<b>\$100,440</b>	
	<i>Min Annual Income Required</i>	N/A	N/A	<b>\$60,751</b>	<b>\$67,451</b>	<b>\$72,851</b>	<b>\$78,251</b>	

\*The figures on this sheet are estimated based on information available at the time of posting. Rents and/or Income Requirements can and will change from time to time. Property Managers will confirm official numbers and your eligibility at the time you are selected for a unit.

Last Updated: **6/7/2019**



# APPLICATION FOR HOUSING



Please Print Clearly

This is an application for housing at:	<b>Project: Friendship House - Stamford</b>
<b>Please complete this application and return to:</b>	<b>New Neighborhoods Inc. 76 Progress Drive Suite: 140 Stamford, CT 06902</b>

Applications are placed in order of date and time received. An applicant may be interviewed only after the receipt of this tenant application.

### A. GENERAL INFORMATION

Applicant Name(s): \_\_\_\_\_

Address: \_\_\_\_\_  
Street Apt.# City State ZIP

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Email: \_\_\_\_\_

No. of BR's in current unit: \_\_\_\_\_ Do you RENT or OWN (check one)

Amount of current monthly rental or mortgage payment: \$ \_\_\_\_\_

If owned, do you receive monthly rental income from property? Yes No (check one)

Check utilities paid by you: Heat Electricity Gas Other (specify)

Approximate monthly cost of utilities paid by you (excluding phone and cable TV): \$ \_\_\_\_\_

Bedroom size requested: One BR Two BR Three BR Handicap Unit

Do you have a Section 8 Voucher or any other type of voucher? Yes\_\_\_\_\_ No\_\_\_\_\_

How did you hear about this property? Local Newspaper NNI Website

Other: \_\_\_\_\_

Have there been any changes to the household composition in last twelve months?	Yes	No
If yes, explain		
Do you anticipate any changes in household composition in the next twelve months?	Yes	No
If yes, explain		
Is there someone not listed above who would normally be living with the household?	Yes	No
If yes, explain		

**B. HOUSEHOLD COMPOSITION**

List ALL persons who will live in the apartment. List the head of household first.

	Name	Relationship to head	Marital Status M-married D-divorced S-single L-legal separation E-estranged	Birth Date	Age	SS#	Student Y/N
Head							
Co-T							
3.							
4.							
5.							
6.							
7.							
8.							

Is anyone in the household 62 years of age as of January 1, 2010, who does not have a social security number receiving HUD rental assistance a current or previous residence? [ ] YES [ ] NO

Will **ALL** of the persons in the household be or have been full-time students during five calendar months of this year or plan to be in the next calendar year at an educational institution (other than a correspondence school) with regular faculty and students? Yes No

**IF YES, ANSWER THE FOLLOWING QUESTIONS:**

Are any full-time student(s) married and filing a joint tax return?	Yes	No
Are any student(s) enrolled in a job-training program receiving assistance under the Job Training Partnership Act?	Yes	No
Are any full-time student(s) a TANF or a title IV recipient?	Yes	No
Are any full-time student(s) a single parent living with his/her minor child who is not a Dependent on another's tax return?	Yes	No

Is any student a person who was previously under the care and placement of a foster care program (under Part B or E of Title IV of the Social Security Act)?	Yes	No
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**C. INCOME**

List ALL sources of income as requested below. If a section doesn't apply, cross out or write NA.

<b>Household Member Name</b>	<b>Source of Income</b>	<b>Gross Monthly Amount</b>
	Social Security	\$
	Social Security	\$
	Social Security	\$
	Social Security	\$
	SSI Benefits	\$
	SSI Benefits	\$
	SSI Benefits	\$
	<b>Long Term Medical Care Insurance Payments in excess of \$180/day</b>	\$
	Pension (list source)	\$
	Pension (list source)	\$
	Pension (list source)	\$
	Veteran's Benefits (list claim #)	\$
	Veteran's Benefits (list claim #)	\$
		\$
	Unemployment Compensation	\$
	Unemployment Compensation	\$
	Title IV/TANF	\$
	Title IV/TANF	\$
	<b>Contributions to the Household (monetary or not)</b>	\$
	Full-Time Student Income (18 & Over Only)	\$
	Full-Time Student Income (18 & Over Only)	\$
	Financial Aid (excluding Loans)	
	<b>Annuities (list sources)</b>	\$
	Interest Income (source)	\$
	Interest Income (source)	\$
	<b>Scheduled Payments from Investments</b>	\$

Household Member Name	Source of Income	Monthly Amount	
	<b>Employment amount</b>	\$	
	Employer:		
	Position Held		
	How long employed:		
	<b>Employment amount</b>	\$	
	Employer:		
	Position Held		
	How long employed:		
	<b>Employment amount</b>	\$	
	Employer:		
	Position Held		
	How long employed:		
	<b>Alimony</b>		
	Are you <i>entitled</i> to receive alimony?	Yes No	
	If yes, list the amount you are <i>entitled</i> to receive.	\$	
	Do you receive alimony?	Yes No	
	If yes list amount you receive.	\$	
	<b>Child Support</b>		
	Are you <i>entitled</i> to receive child support?	Yes No	
	If yes list the amount you are <i>entitled</i> to receive.	\$	
	Do you receive child support?	Yes No	
	If yes, list the amount you receive.	\$	
	<b>Other Income</b>	\$	
	<b>Other Income</b>	\$	
	<b>Other Income</b>	\$	
<b>TOTAL GROSS ANNUAL INCOME</b> (Based on the monthly amounts listed above x 12)		\$	
TOTAL GROSS ANNUAL INCOME FROM PREVIOUS YEAR		\$	
Do you anticipate any changes in this income in the next 12 months?		<b>Yes</b>	<b>No</b>
<b>If yes, explain:</b>			
Is any member of the household legally entitled to receive income assistance?		<b>Yes</b>	<b>No</b>

Is any member of the household likely to receive income or assistance ( <b>monetary or not</b> )	<b>Yes</b>	<b>No</b>
From someone who is not a member of the household listed on page 5 etc.?		
<b><u>If yes to any of the above, explain:</u></b>		
_____		
_____		
Is the income received?	<b>Yes</b>	<b>No</b>

<b>D. ASSETS</b>				
If your assets are too numerous to list here, please request an additional form. If a section doesn't apply, cross out or write NA.				
Checking Accounts (last 4 digits of account number only)	#	Bank	Balance \$	
	#	Bank	Balance \$	
	#	Bank	Balance \$	
Savings Accounts (last four digits of account number only)	#	Bank	Balance \$	
	#	Bank	Balance \$	
	#	Bank	Balance \$	
Trust Account	#	Bank	Balance \$	
Certificates	#	Bank	Balance \$	
	#	Bank	Balance \$	
	#	Bank	Balance \$	
	#	Bank	Balance \$	
Credit Union (last four digits of account number only)	#	Bank	Balance \$	
	#	Bank	Balance \$	
Savings Bonds	#	Maturity Date	Value \$	
	#	Maturity Date	Value \$	
	#	Maturity Date	Value \$	
Life Insurance Policy	#		Cash Value \$	
Life Insurance Policy	#		Cash Value \$	
Mutual Funds	Name:	#Shares:	Interest or Dividend \$	Value \$
	Name:	#Shares:	Interest or Dividend \$	Value \$
	Name:	#Shares:	Interest or Dividend \$	Value \$

Stocks	Name:	#Shares:	Dividend Paid \$	Value \$
	Name:	#Shares:	Dividend Paid \$	Value \$
	Name:	#Shares:	Dividend Paid \$	Value \$
Bonds	Name:	#Shares:	Interest or Dividend \$	Value \$
	Name:	#Shares:	Interest or Dividend \$	Value \$
Investment Property				Appraised Value \$

Real Estate Property: <i>Do you own any property?</i>	Yes	No
<i>If yes, Type of property</i>		
Location of property		
Appraised Market Value	\$	
Mortgage or outstanding loans balance due	\$	
Amount of annual insurance premium	\$	
Amount of most recent tax bill	\$	

Does any member of the household have an asset(s) owned jointly with a person who is NOT a member of the household?	Yes	No
<i>If yes, describe:</i>		
Do they have access to the asset(s)?	Yes	No

Have you sold/dispensed of any property in the last 2 years?	Yes	No
<i>If yes, Type of property</i>		
Market value when sold/dispensed	\$	
Amount sold/dispensed for	\$	
Date of transaction		

Have you disposed of any other assets in the last 2 years (Example: Given away money to relatives, set up Irrevocable Trust Accounts)?	Yes	No
<i>If yes, describe the asset</i>		
Date of disposition		
Amount disposed	\$	

Do you have any other assets not listed above (excluding personal property)?	Yes	No
<i>If yes, please list:</i>		



**E. ADDITIONAL INFORMATION**

Are you or any member of your family currently using an illegal substance?	Yes	No
Have you or any member of your family ever been convicted of a felony?	Yes	No
<i>If yes, describe</i>		
Have you or any member of your family ever been evicted from any housing?	Yes	No
<i>If yes, describe</i>		
<b>List all states that you or a member of your household has lived in:</b>		
Are you, or any member of your household required to register on the lifetime sex offender registry in any state?	Yes	No
Have you ever filed for bankruptcy?	Yes	No
<i>If yes, describe</i>		
Will you take an apartment when one is available?	Yes	No
<i>Briefly describe your reasons for applying:</i>		

**F. REFERENCE INFORMATION**

Current Landlord	Name:	
	Address:	
	Home Phone:	
	Bus. Phone:	
	How Long?	
Prior Landlord	Name:	
	Address:	
	Home Phone:	
	Bus. Phone:	
	How Long?	
<b>Credit Reference #1:</b>		
Address:		

Account #:	Phone #:
<b>Credit Reference #2:</b>	
Address:	
Account #:	Phone #:
<b>Credit Reference #3:</b>	
Address:	
Account #:	Phone #:
<b>Personal Reference #1:</b>	
Address:	
Relationship:	Phone #:
<b>Personal Reference #2:</b>	
Address:	
Relationship:	Phone #:
<b>Personal Reference #3:</b>	
Address:	
Relationship:	Phone #:

In case of emergency notify:	
Address:	
Relationship:	Phone #:

<b>G. VEHICLE AND PET INFORMATION</b> (if applicable)		
List any cars, trucks, or other vehicles owned. Parking will be provided for one vehicle. Arrangements with Management will be necessary for more than one vehicle.		
Type of Vehicle:	License Plate #:	
Year/Make:	Color:	
Type of Vehicle:	License Plate #:	
Year/Make:	Color:	
<b>Do you own any pets?</b>	Yes	No
<i>If yes, describe:</i>		
<b>Is your pet moving into the apartment?</b>		
<i>Is your pet current with all vaccines?</i>		

**CERTIFICATION**

I/We hereby certify that I/We Do/Will Not maintain a separate subsidized rental unit in another location. I/We further certify that this will be my/our permanent residence. I/We understand I/We must pay a security deposit for this apartment prior to occupancy. I/We understand that my eligibility for housing will be based on applicable income limits and by management's selection criteria. I/We certify that all information in this application is true to the best of my/our knowledge and I/We understand that false statements or information are punishable by law and will lead to cancellation of this application or termination of tenancy after occupancy. All adult applicants, 18 or older, must sign application.

SIGNATURE (S):

_____	_____
(Signature of Tenant)	Date
_____	_____
(Signature of Co-Tenant)	Date
_____	_____
(Signature of Co-Tenant)	Date



Supplemental and Optional Contact Information for HUD-Assisted Housing Applicants

**SUPPLEMENT TO APPLICATION FOR FEDERALLY ASSISTED HOUSING**

This form is to be provided to each applicant for federally assisted housing

**Instructions: Optional Contact Person or Organization:** You have the right by law to include as part of your application for housing, the name, address, telephone number, and other relevant information of a family member, friend, or social, health, advocacy, or other organization. This contact information is for the purpose of identifying a person or organization that may be able to help in resolving any issues that may arise during your tenancy or to assist in providing any special care or services you may require. **You may update, remove, or change the information you provide on this form at any time.** You are not required to provide this contact information, but if you choose to do so, please include the relevant information on this form.

<b>Applicant Name:</b>	
<b>Mailing Address:</b>	
<b>Telephone No:</b>	<b>Cell Phone No:</b>
<b>Name of Additional Contact Person or Organization:</b>	
<b>Address:</b>	
<b>Telephone No:</b>	<b>Cell Phone No:</b>
<b>E-Mail Address (if applicable):</b>	
<b>Relationship to Applicant:</b>	
<b>Reason for Contact:</b> (Check all that apply)	
<input type="checkbox"/> Emergency	<input type="checkbox"/> Assist with Recertification Process
<input type="checkbox"/> Unable to contact you	<input type="checkbox"/> Change in lease terms
<input type="checkbox"/> Termination of rental assistance	<input type="checkbox"/> Change in house rules
<input type="checkbox"/> Eviction from unit	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Late payment of rent	
<b>Commitment of Housing Authority or Owner:</b> If you are approved for housing, this information will be kept as part of your tenant file. If issues arise during your tenancy or if you require any services or special care, we may contact the person or organization you listed to assist in resolving the issues or in providing any services or special care to you.	
<b>Confidentiality Statement:</b> The information provided on this form is confidential and will not be disclosed to anyone except as permitted by the applicant or applicable law.	
<b>Legal Notification:</b> Section 644 of the Housing and Community Development Act of 1992 (Public Law 102-550, approved October 28, 1992) requires each applicant for federally assisted housing to be offered the option of providing information regarding an additional contact person or organization. By accepting the applicant's application, the housing provider agrees to comply with the non-discrimination and equal opportunity requirements of 24 CFR section 5.105, including the prohibitions on discrimination in admission to or participation in federally assisted housing programs on the basis of race, color, religion, national origin, sex, disability, and familial status under the Fair Housing Act, and the prohibition on age discrimination under the Age Discrimination Act of 1975.	

Check this box if you choose not to provide the contact information.

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**Signature of Applicant**

**Date**

The information collection requirements contained in this form were submitted to the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). The public reporting burden is estimated at 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Section 644 of the Housing and Community Development Act of 1992 (42 U.S.C. 13604) imposed on HUD the obligation to require housing providers participating in HUD's assisted housing programs to provide any individual or family applying for occupancy in HUD-assisted housing with the option to include in the application for occupancy the name, address, telephone number, and other relevant information of a family member, friend, or person associated with a social, health, advocacy, or similar organization. The objective of providing such information is to facilitate contact by the housing provider with the person or organization identified by the tenant to assist in providing any delivery of services or special care to the tenant and assist with resolving any tenancy issues arising during the tenancy of such tenant. This supplemental application information is to be maintained by the housing provider and maintained as confidential information. Providing the information is basic to the operations of the HUD Assisted-Housing Program and is voluntary. It supports statutory requirements and program and management controls that prevent fraud, waste and mismanagement. In accordance with the Paperwork Reduction Act, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information, unless the collection displays a currently valid OMB control number.

**Privacy Statement:** Public Law 102-550, authorizes the Department of Housing and Urban Development (HUD) to collect all the information (except the Social Security Number (SSN)) which will be used by HUD to protect disbursement data from fraudulent actions.