



RE: BAY STREET HOUSING LP

Dear Prospective Applicant:

Enclosed is an application for the above-referenced building, which participates in a governmentally assisted affordable housing program, supervised by New York State Homes and Community Renewal and U.S. Department of Housing and Urban Development (HUD) Office of Fair Housing and Equal Opportunity.

SUBMIT ONLY ONE APPLICATION PER HOUSEHOLD. You will be disqualified if more than one application is received for your household.

The application should be completed very carefully. Incomplete information for 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.

Mail completed application to: Progressive Management of NY
Bay Street Housing LP
210 East 166th St (Office)
Bronx, NY 10456

No payment should be given to anyone in connection with the preparation or filing of this application. No broker or application fees may be charged.

Income Eligibility: Please review the chart below which breaks down the mandatory income levels for the housing program of the building you are applying to, based on family size. All income sources for all household members should be listed on the application. In general, gross income is calculated for most applicants, 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 (2) to three (3) complete years in the same self-employed field. Further, please note that all sources of income must be able to be documented and verified. If your application is selected for further processing you will be contacted via mail with a list of such documentation that you will need to provide at that time.

# Apt. Available	Apartment Size	Household Size*	Monthly Rent**	Total Annual Income Range*** Minimum - Maximum
3	Studio	1	\$686	\$25,200 - \$31,750

The Fair Housing Act prohibits discrimination in the sale, rental, or financing of housing on the basis of race, color, religion, sex, handicap, familial status, or national origin. Federal law also prohibits discrimination on the basis of age. This apartment community does not discriminate on the basis of handicap/disability status. The management coordinates compliance with the nondiscrimination requirements contained in HUD's Regulations implementing Section 504 (24 CFR part 8 dated June 2, 1988)



41	1 Bedroom	1 2	\$737	\$26,983 - \$31,750 \$26,983 - \$36,250
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* Subject to occupancy criteria

** Includes gas for cooking

*** Income guidelines subject to change

Other Eligibility Factors: In addition to the income requirements, other eligibility factors will be applied.

These include, but are not limited to:

- a. Credit History
- b. Criminal Background Checks
- c. Rental Payment History
- d. Qualification as a Household – the Agency’s housing programs are 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.
- e. Continuing Need – Applicants to the Agency’s low-income housing programs must demonstrate a continuing need for housing assistance through an analysis of their assets and recent income history. For example, applicants may not have more than \$250,000 in total household assets (excluding specifically designated retirement accounts such as IRAs and 401Ks).

Application Preferences: There is a general preference in the lottery for current New York City residents. Household outside of New York City are free to apply, but their applications will be assigned a low priority and processed only after all NYC resident applicants. There are additional preferences for persons with disabilities, persons residing in this development’s community board, and persons who are municipal employees of the City of New York. Please answer the questions on the application carefully to assist in identifying such preferences.

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 residences 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 an NYS Homes and Community Renewal housing development provided that you comply with this requirement and give up your current such unit before signing a lease once you are selected and have been 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.

Submission of False or incomplete Information: Prospective applicants should be aware that this is a governmentally assisted housing program. The submission of false or knowingly incomplete information (either in this application or in any subsequently provided verification documents) will not only result in an applicant’s disqualification, but will be forwarded to the appropriate authorities for further action – including the possibility of criminal prosecution. All paperwork and documents submitted by applicants are subject to review by the New York City Department of Investigation, a fully empowered law enforcement agency of the City of New York.

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