

ST. MARGARET'S HOUSE FACT SHEET

APPLICANT ELIGIBILITY REQUIREMENTS, FEATURES OF UNITS AND HOW TO REQUEST AND RETURN COMPLETED PRE-APPLICATION FORM

St. Margaret's House is a 249 unit HUD Section 202/8 apartment building for elderly persons age 62 and older and disabled mobility impaired persons age 18 and older.

The building is located at 49 Fulton Street, New York, NY 10038 near the South Street Seaport. Our 19 one-bedroom and 12 two-bedroom units are specially designed for mobility impaired persons as described below. 218 units are for elderly persons age 62 and older. Units are furnished with a refrigerator, a stove and air conditioning units in the living room and bedroom(s). The building has onsite support service staff in Administration, Maintenance, Occupancy and Resident Programs with a 24-hour guard at the front door. Utilities include gas, heat and water. Rents do not exceed 30% of the adjusted household income, applying HUD rent formulas.

ELIGIBILITY:

To be eligible, applicants must be: i) elderly persons age 62 and older or ii) disabled mobility impaired persons age 18 and older who need the special design features of our units, by May 2, 2017. Income, household size and additional criteria as per HUD guidelines apply.

The special design features of our mobility impaired units are:

- ⇒ A lowered peephole in the unit front door.
- ⇒ Emergency pull cords and intercom panel are lowered on the wall.
- ⇒ Cabinets are removed from under the kitchen sink.
- ⇒ Thresholds are removed from between doorways.
- ⇒ Grab-bars are located near the toilet as well as in the shower.
- ⇒ Hall closet is deeper for wheelchair accessibility.

MAXIMUM GROSS ANNUAL INCOME LIMITS APPLY AS FOLLOWS:

Household Size	Maximum Income Limit effective March 28, 2016 <i>(subject to change per HUD guidelines)</i>	Unit Size	Monthly Rent
1	\$50,750	One (1) Bedroom	Based on 30% of adjusted income (as per HUD guidelines)
2	\$58,000		
3	\$65,250	Two (2) Bedroom	
4	\$72,500		

INCOME TARGETING REQUIREMENTS: To comply with HUD income targeting requirements, St. Margaret's House will serve at least 40% of the units that become available during a fiscal year to extremely low-income families.

MORE IMPORTANT INFORMATION ON THE BACK

REQUESTING A PRE-APPLICATION FORM AND DATES AVAILABLE:

Pre-application forms will be available only upon request beginning Monday, March 27, 2017, through Friday, March 31, 2017. Interested persons may obtain a pre-application form by:

- Writing to St. Margaret's House, 49 Fulton Street, New York, NY 10038 (written mail-request must be received by St. Margaret's House between Monday, 3/27/2017 and Friday, 3/31/2017. **NO** phone, email or fax requests.) **OR**
- Picking it up in person at: St. Margaret's House, 49 Fulton Street, New York, NY 10038. Dates & Times for pick-up: Monday, 3/27/2017 through Friday, 3/31/2017 between the hours 10:00 am – 12:00 noon & 2:00 pm – 4:00 pm only **OR**
- By downloading the pre-application form at www.smhnyc.org/applications between Monday, 3/27/2017 and Friday, 3/31/2017. Online forms will not be available after 5:00 pm on Friday, 3/31/2017.

All times indicated are local.

COMPLETING THE PRE-APPLICATION FORM:

Complete the pre-application form in its entirety and be sure to sign and date where indicated. Do not mail more than one completed pre-application form per family. Duplicate, multiple, incomplete, ineligible and illegible pre-application forms will be disqualified.

RETURNING THE COMPLETED APPLICATION FORM:

Completed pre-application forms must be:

- mailed in a size #10 white envelope;
- postmarked no later than April 10, 2017;
- received **via first class mail only** at the post office box number below:

**St. Margaret's House
2017 Pre-Application Lottery
P. O. Box 2022
New York, NY 10272**

NO in-person drop-off of completed pre-application form at St. Margaret's House.
NO priority, certified, registered, express, overnight mail, fax or email.

Pre-application forms postmarked after April 10, 2017, will not be eligible for the lottery process.

A total of 200 pre-application forms will be selected by lottery and written notification will only be sent to the selected applicants.

**THE LOTTERY WILL BE HELD ON TUESDAY, MAY 2, 2017 AT 10:00 A.M.
IN THE ST. MARGARET'S HOUSE ATRIUM.**

Pre-application forms not selected in the lottery process will not be acknowledged and will be discarded.



*St. Margaret's House does not discriminate on the basis of disability
in admission or access to the project.*

