

**THE HUNTINGTON COMMUNITY DEVELOPMENT AGENCY
THE MANSION AT NEW YORK
AVENUE**

**Housing Lottery Information and
Program Guidelines**

1 Workforce Housing Unit
New York Avenue, Huntington Station
1 Bedroom, \$2,105 a month

HUNTINGTON WORKFORCE HOUSING PROGRAM GUIDELINES

Please Read Carefully

The Mansion at New York Avenue, together with the Town of Huntington and Huntington Community Development Agency (HCDA) are pleased to announce the availability of one Workforce Housing rental unit located on New York Avenue, Huntington Station, NY. The unit has been made possible under the Town of Huntington's Workforce Housing Program administered by HCDA.

The lottery was held on September 7, 2022. The waiting list for this unit is open and applications will be assigned to the list by priority and the date the online application is submitted. All applicants must meet the credit requirements by the owner, and the Town's Affordable Housing Program criteria.

PROGRAM ELIGIBILITY

I. Income Guidelines- Please review the criteria below to determine if you are eligible for an affordable unit. The figures show the maximum household income allowed.

One 1 Bedroom Unit (for 1-3 Persons) at \$2,105 a month
Maximum Annual Household Income for the unit is \$91,855.
Minimum Annual Household Income for the unit is \$63,000

Rents are calculated after a utility adjustment. All tenants are responsible to pay for their own electric, gas, phone and cable.

Above figures include all income- including overtime, bonuses, pensions, social security, 401K distributions, tips, etc. The gross income of all adults that will be living in the workforce household (over the age of 18) will be calculated and cannot exceed the maximum income shown. At formal application, income documentation will be required for all household members listed on the application whose earnings will be used to calculate the annual income. **Minimum income is set by the Landlord/Owner. The Landlord/Owner will independently verify the income and credit/background check on all applicants and applicants must meet the owner's requirements. All persons whose earnings are used to qualify for the program may be required to sign a 4506-tax release form to verify their tax returns with the Internal Revenue Service.

II. RECERTIFICATION

Recertification of income is required annually at lease renewal.

III. PRIORITY OF APPLICATIONS

Priority will be given to applicants who are residents of; are employed by a business or entity that maintains a verifiable physical location within the Town of Huntington; or non-residents who have parents, children, grandchildren or grandparents that are residents of the Town of Huntington. Applicants who do not meet the above criteria are welcome to sign up on the waiting list as second priority. If you need to verify that an address is in the Town of Huntington, please go to <http://huntingtonny.gov/taxlookup>

IV. CREDIT CHECK

If HCDA reaches your name on the waiting list a credit check will be required by the Landlord/Owner. Any person listed on the lease must have a credit check.

V. FORMAL APPLICATION

If credit is approved, the applicant will need to fill out a formal application and submit all required financial documentation to the Huntington Community Development Agency to determine eligibility.

If HCDA determines an applicant is eligible they will be offered an apartment. The following will be required at lease signing.

1. One month's rent payable to landlord/owner.
2. One month's security deposit payable landlord/owner.
3. A fee of \$1,000 payable to the Huntington Community Development Agency.
4. Proof of Renter's Insurance.

***There is a \$500 nonrefundable security deposit for pets.

VI. APPLICATIONS

The HCDA will only accept one application per household. However, individuals currently residing at the same address that plan to enter as separate renters and not reside together will be permitted to submit separate applications. A married couple in the same household may only file one lottery application, as well as domestic partners, and family members who intend to continue to reside at the same address.

In the event the HCDA discovers that joint purchasers have filed multiple applications, **all** of their applications will be removed.

If you have any questions regarding these guidelines, call the Huntington Community Development Agency at (631) 351-2884.

