

The Turn at River Bend W. Bridgewater, MA

AFFORDABLE HOUSING LOTTERY INFORMATION PACKAGE AND APPLICATION



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The Turn at River Bend, W. Bridgewater AFFORDABLE HOUSING LOTTERY

Development Name: The Turn at River Bend
Location: 322 East Center Street, West Bridgewater

An integral part of the lottery package includes the Frequently Asked Questions section which must be read prior to completing and submitting the application.

A private developer, 322 East Center Street, LLC and officials of the Town of West Bridgewater have collaborated to provide this affordable housing opportunity in accordance with the Department of Housing and Community Developments' Local Initiative Program ("LIP"). There will be a total of 48 apartments consisting of 24 – (1) bedrooms and 24 – (2) bedroom apartments. Of which 6 – (1) bedroom apartments and 6 – (2) bedroom apartments are designated as affordable and rented to tenants with incomes area at or below 80% of the area median income for West Bridgewater. **At this time there are two vacant 1 bedroom units available for new qualified applicants. Those units are B304 and C301.**

West Bridgewater is a small residential town bordering on the City of Brockton, and located at the junction of Routes 24 and 106. This access along with availability of land has resulted in increased commercial, warehouse and industrial activity near the highway in this community which was once primarily agricultural. The town does, however, retain working farms which contribute to its scenic character. This development is nestled close to the River Bend Golf Course which provides breath taking scenery and a peaceful setting.

West Bridgewater has a large section of the southwestern corner of town being covered by its wildlife management area. There are also several other protected areas throughout the town, as well as several parks and a large pond surrounded by a state forest. The Town River also passes through the southern portion of town, branching off into several brooks throughout the town, as does the Salisbury River in the northeast corner of town.

Located at 322 East Center Street, in West Bridgewater, Massachusetts, there will be 4 three story buildings consisting of 12 apartments each

Common area amenities include a central entry with security access. The tenant is responsible for paying electricity, water, sewer and gas separately from the rent.

AFFORDABLE UNIT DESCRIPTION

# of Units	Unit Number	# of Bedrooms	# of Bathrooms	Approximately Square Footage	Rent (does not incl. gas, elec., water, sewer)
2		1	1	882 sq ft	\$1,372.00

*Rents do not change based on income. **This is not subsidized housing.** Tenants are responsible for paying the full amount of rent each month. The rents are set annually using a calculation that determines the "affordable" rent, which is based on the Area Median Incomes for the Brockton Metro of which West Bridgewater is included. Section 8 recipients are encouraged to apply.*

AVAILABILITY OF APPLICATIONS

INFORMATION AND APPLICATIONS ARE AVAILABLE ON THE FOLLOWING WEBSITES:

- MassAccess Accessible/Affordable Housing Registry www.massaccesshousingregistry.org
- Delphic Associates www.DelphicAssociates.com

APPLICATIONS WILL BE AVAILABLE FOR PICK UP AT THE FOLLOWING LOCATIONS:

Town of West Bridgewater
65 N. Main Street
West Bridgewater, MA 02379

West Bridgewater Public Library
80 Howard Street
West Bridgewater, MA 02379

Should you not have access to the internet or transportation to the town hall or to the library to pick up an application, you may call Delphic Associates at 508 994-4100 and an application will be mailed to you.

It is anticipated that there will be more interested and eligible applicants than available apartments. A lottery will be held as further described herein.

Section One

FREQUENTLY ASKED QUESTIONS

Questions & Answers

FREQUENTLY ASKED QUESTIONS FOR HOUSING LOTTERIES

Q: Who is eligible to apply for Affordable Units?

A: The lottery is open to anyone that wishes to apply, however, individuals who have a financial interest in the development and their families shall not be eligible.

Q: If I am currently in the process of a separation and plan on being legally divorced can I still apply?

A: If you are currently in the process of a divorce or separation, you must provide proof that the divorce or separation has begun or has been finalized.

Q: I am disabled; will the home be modified based on my disability?

A: Developer, staff and consultants are committed to the intent and the spirit of both **state and federal fair housing laws** in the selection of lottery applicants. They will not discriminate against any protected class in the selection of applicants. Furthermore, the developer has pledged that reasonable accommodations will be taken into consideration for an approved qualified disabled applicant, to adapt the unit for the applicants' particular disability.

Some of the units will be disabled-accessible. All households may apply for the disabled-accessible units but households in need of an accessible unit will get top priority.

Q: Who qualifies for a disabled-accessible (DA) unit?

A: According to *Mass Access: The Accessible Housing Registry*, "units that are barrier-free are accessible to people with disabilities that are wheelchair users, but could also be used by people of different types of disabilities. For example, a person of very short stature, a person with a brain injury or stroke, severe cardiac or respiratory problems, or a person with limited standing, walking, or reaching ability, may use the design features of a wheelchair accessible unit." Verification from a doctor or other medical professional, a peer support group, a non-medical service agency, or a reliable third party who is in a position to know about the individual's disability may be requested. Proof of receiving Social Security Disability Insurance benefits is also sufficient.

Q: How are disabled-accessible (DA) units awarded?

A: A waiting list will be created for the DA units. The households with the top positions on the list will be given the first opportunity to lease the DA units.

Q: Can households that qualify for a DA unit also apply for a non-DA unit?

A: Yes. However, there is no priority for a disabled applicant for a non-DA unit. Households that qualify for a DA unit will also have positions on the Waiting Lists for non-DA Units. If they reach the top position on a Waiting List for a non-DA unit before they reach the top position for a DA unit, they will have to decide if they want to lease a non-DA unit or wait until they have a top position on a Waiting List for a DA unit.

MAXIMUM INCOME

Q: What is the maximum family income and asset eligibility requirement?

A: There are no asset limitations. To be eligible to rent an affordable unit, annual income and imputed income of .06 from assets of all household members must be below the maximum level as adjusted for family size, as shown on the table below, as determined by HUD. The calculation of income will include an imputation of .06 of the value of total household assets which will be added to a household's income.

B: Households cannot own a home upon move-in. All homes must be sold before leasing a unit.

Maximum allowable household total income for this development cannot exceed:

Household Size	1	2
Max. Income	\$51,800	\$59,200

Generally, on an annualized basis the US Department of Housing and Urban Development (HUD) publishes income guidelines. The applicant will be subject to the published guidelines in effect at the time of their application.

MINIMUM INCOME

The Leasing Office will determine if an applicant has adequate monthly income ratio to cover the rent using the same methodology for applicants applying to their market rate units. The required rent to income ratio is 40%. Applicants may make less than the minimum incomes shown below if they have sufficient savings from which they can draw from, otherwise, applicants will not be found to be eligible for a lease if they make less than the incomes shown below. Applicants who receive a housing subsidy (like Section 8) are not subject to the minimum income requirements but, like all other applicants, will also have to pass reviews on credit scores, tenant history, and criminal background checks. Again, these minimum incomes are not required by the affordable housing program, they are just estimations of minimum incomes required by the leasing office.

	Approximate Minimum Income Limit for
Unit Size	households without a housing subsidy
1BR	\$41,160

ALLOWABLE ASSETS

There is no asset limit for applying households for this development. However, .06 of assets will be imputed as income. Household Assets are calculated at the time of application. Assets may include cash, cash in savings and checking accounts, net cash value of stocks, net cash value of retirement accounts (such as 401k), real property, bonds, and capital investments.

If any household member currently owns property, the total amount of equity after the sale of their current home shall be added to their total value of assets. Personal property (such as cars, clothing, furniture) is not counted as an asset.

Example: A household has \$15,000 in savings, \$20,000 in a retirement account (\$13,000 net cash value) and a home assessed at \$250,000 on which they currently have \$220,000 remaining on the mortgage (\$30,000 in equity).

Their assets total is: \$15,000 + \$13,000 + \$30,000 = \$58,000

Imputed Income is: .06 of \$58,000 = \$3,480

DEFINITION OF ASSETS

The value of necessary items of personal property, such as furniture or automobiles shall be excluded. Determination of assets shall be based upon a full and fair present cash value of the asset at the time of application to the program. If a potential renter divests himself or herself of an asset for less than full and fair present cash value of the asset within two years prior to application, the full and fair cash value of the asset at the time of its disposition must be declared and shall be included for purposes of calculating eligibility.

Household Assets include the following:

1. Cash held in savings and checking accounts, safe deposit boxes, homes, etc: For savings accounts, use the current balance. For checking accounts, use the average balance for the last six months. Assets held in foreign countries are considered assets.

2. Revocable trusts: The cash value of any revocable trust available to the applicant.

3. Equity in rental property or other capital investments: The current fair market value less (a) any unpaid balance on any loans secured by the property and (b) reasonable costs that would be incurred in selling the asset (e.g., penalties, broker fees, etc.).

4. Stocks, bonds, Treasury bills, certificates of deposit, mutual funds, and money market accounts: The value of stocks and other assets vary from one day to another and should be determined within a reasonable time in advance of the applicant's submission of an application to participate in the subject housing program.

5. Individual retirement, 401K, and Keogh accounts: When the holder has access to the funds, even though a penalty may be assessed. If the applicant is making occasional withdrawals from the account, determine the amount of the asset by using the average balance for the previous six months. (Do not count withdrawals as income.) You need to include the *net cash value* of all your current retirement funds. We realize that most retirement funds assess large penalties for early withdrawal but this does not technically mean that you "cannot" withdraw your funds. The post-penalty amount is what you need to provide along with supporting documentation.

6. Retirement and pension funds.

a) While the person is employed: Amounts the applicant can withdraw without retiring or terminating employment. Count the whole amount less any penalties or transaction costs.

b) At retirement, termination of employment, or withdrawal: Periodic receipts from pension and retirement funds are counted as income. Lump-sum receipts from pension and retirement funds are counted as assets. Count the amount as an asset or as income, as provided below. If benefits will be received in a lump sum, include the lump-sum receipt in net household assets. If benefits will be received through periodic payments, include the benefits in annual income. Do not count any remaining amounts in the account as an asset.

If the applicant initially receives a lump-sum benefit followed by periodic payments, count the lump-sum benefit as an asset as provided in the example below and treat the periodic payment as income. In subsequent years, count only the periodic payment as income. Do not count the remaining amount as an asset.

NOTE: This paragraph assumes that the lump-sum receipt is a one-time receipt and that it does not represent delayed periodic payments. However, in situations in which a lump-sum payment does represent delayed periodic payments, then the amount would be considered as income and not an asset.

7. Cash value of life insurance policies available to the applicant before death (e.g., the surrender value of a whole life policy or a universal life policy): It would not include a value for term insurance, which has no cash value to the applicant before death.

8. Personal property held as an investment: Gems, jewelry, coin collections, or antique cars held as an investment. Personal jewelry is NOT considered an asset.

9. Lump-sum receipts or one-time receipts: Inheritances, capital gains, one-time lottery winnings, victim's restitution, settlements on insurance claims (including health and accident insurance, worker's compensation, and personal or property losses), and any other amounts that are not intended as periodic payments.

10. A mortgage or deed of trust held by an applicant: Payments on this type of asset are often received as one combined payment of principal and interest with the interest portion counted as income from the asset. This combined figure needs to be separated into the principal and interest portions of the payment. (This can be done by referring to an amortization schedule that relates to the specific term and interest rate of the mortgage.)

To count the actual income for this asset, use the interest portion due, based on the amortization schedule, for the 12-month period following the certification. To count the imputed income for this asset, determine the asset value at the end of the 12-month period following the certification.

Household Assets DO NOT include the following:

- Personal property (clothing, furniture, cars, wedding ring, other jewelry that is not held as an investment, vehicles specially equipped for persons with disabilities).
- Interests in Indian trust land.
- Term life insurance policies (i.e., where there is no cash value).
- Equity in the cooperative home in which the applicant lives.
- Assets that are part of an active business: "Business" does NOT include rental of properties that are held as investments unless such properties are the applicant's main occupation.
- Assets that are NOT effectively owned by the applicant: Assets are not effectively owned when they are held in an individual's name, but (a) the assets and any income they earn accrue to the benefit of someone else who is not the applicant, and (b) that other person is responsible for income taxes incurred on income generated by the assets.

Q: How do you determine household income?

A: The Lottery Agent will project a household's income over the next 12 months based on their current income and assets. In an effort to provide as accurate an income estimation as possible, the Lottery Agent will also review historical income data to provide a basis for future income estimates.

All sources of income are counted for all household members ages 18 or older with the exception of full time students. Any monies you anticipate receiving in the next 12 months will be counted as income and monies received over the previous 6 months will be analyzed to help estimate future income. This includes, but is not limited to, Social Security, alimony, child support, overtime pay, bonuses, unemployment, severance pay, part-time employment, matured bonds, monies to be received in court settlements and imputed interest and dividends on bank accounts and other assets. It will be assumed that all applicants will continue to receive any monies they have received over the past 12 months unless supporting documentation proves otherwise. Additionally, 1% of the value of total household assets will be added to a household's income.

Q: What constitutes a household?

A: A household constitutes the number of persons who plan to reside the unit regardless of marital status. Gross income from all household members over the age of 18 (except for full time students) shall be considered in determining compliance with income eligibility requirements.

Q: I am expecting a child do I add the child to our household size?

A: You must submit documentation from your Obstetrician/Gynecologist or adoption Agency stating you are expecting a child. This will determine if the child can be included in the household size.

Q: How will applicants for the affordable units be selected?

Only complete applications will be entered into the lottery.

A: Each applicant shall be assigned a confirmation code once all required information is received. Those confirmation codes are placed in each lottery pool (family size) in which they qualify.

Late applications will not be considered for the lottery. NO EXCEPTIONS. Applicants will be ranked according to their lottery number drawn in each category.

After the lottery, the highest ranked participants will be screened for any additional information required and verified priority, and upon approval of eligibility by DHCD will be invited to enter into a lease agreement. Affordable units will be offered among the highest-ranking applicants who are found to be eligible and qualified. Applicants shall not be allowed to pick the style or location of the unit They shall simply be offered to purchase the next affordable unit.

Q: Do I have to be a resident of the Town to apply?

A: No. All households that meet the income guidelines specified above may apply for an affordable unit.

Q: When will the affordable unit be available for occupancy?

A: The minimum rate of construction of the affordable unit is based on the comprehensive permit. Typically, the ratio is 1 Affordable Unit for every 3 Market Rate Units built. Generally, the minimum rate at which the affordable homes will be built is at a percentage of all of the homes under construction as determined by the comprehensive permit issued by the Zoning Board of Appeals. The developer has the option of accelerating this ratio.

Q: I “won” the lottery do I automatically get a unit?

A: No. Because you rank high in the lottery process does not mean that you automatically “win” an apartment. It means, that should the leasing office approve your application, after credit and background checks have been completed, you have won the opportunity to rent a unit. You must still meet all program eligibility requirements. If you meet the eligibility requirements but are unable to meet the leasing requirements, you will lose the opportunity to rent the unit. (*See Leasing Information on Page 14 for more information.*)

Q: I did not receive a high ranking in the lottery process will I be able to rent a unit?

A: Many times there is a movement on the ranking list. Applicants who received a high lottery ranking may have withdrawn their application or may not be able to go forward for a variety of reasons. From time to time applicants can inquire of their status on the lottery list.

If there is an insufficient number of qualified applicants after all lottery lists have been exhausted, then, applications will be received on a “Rolling Basis” and units will be rented to qualified applicants on a first come first serve basis (“FCFS”).

Q: If I cannot qualify for a Lease based on my own income or credit history, can I have a co-signer on my Lease?

A: No. Only people who will live in the unit can sign the lease and must be able to meet the income qualifications on their own. Guarantors are not allowed.

Q: What is the process for lease renewals?

A: For rental developments, annual monitoring and re-certification is required to ensure that tenants continue to meet income limits. *(See page 14 for more details)*

As a current resident only, you are considered income eligible for an affordable unit as long as your household earns an income that does not exceed 140% of the current applicable income limit for a household of your size. Additionally, the rents change yearly based on changes in Area Median Income and Local Utility Allowances.

Q: How long can I lease my affordable unit?

A: Annually, you must be certified to be income eligible for an affordable unit as long as your household earns an income that does not exceed 140% of the maximum allowable income at the time of annual determination of eligibility.

If a household's income exceeds the maximum allowable income at the time of their renewal, their unit shall still remain affordable until the next available market rate unit with the same or greater number of bedrooms is rented at an affordable price. Once this market rate apartment becomes newly deemed as affordable, the apartment that was previously deemed affordable can subsequently be rented at market rates. The household with earnings exceeding the maximum allowable income limit for current tenants can choose to stay in their apartment, yet would then have to pay the market rate rent.

The Regulatory Agreement recorded in Book 45624, Page 126 at the Plymouth County Registry of Deeds, states that “If, after the initial occupancy, the income of a tenant of an Affordable Unit increases and, as a result of such increase, exceeds the maximum income permitted hereunder for such a tenant the developer shall not be in default hereunder so long as the developer rents the next available unit in the development as an Affordable Unit in conformance with Section 3(a) of this Agreement, or otherwise demonstrates compliance with Section 3(a) of the Regulatory Agreement.”

Q: Will my rent increase each year, and if so, by how much?

A: Rents may increase a few percentage points if Brockton Area Median Income increases or the costs of utilities increases.

Q. What if my understanding of the English language is limited?

A. Delphic and the developer are committed to broadening access for persons with limited English proficiency (LEP) as a general Fair Housing principal.

Delphic Associates LLC and the developer have the capacity to address matters relating to limited English proficiency (LEP). This capacity includes language access planning and providing reasonable language assistance, at no cost to the applicant.

Persons who do not speak English as their primary language and who have a limited ability to read, write, speak, or understand English can be considered a LEP person. The developer, shall upon request, make reasonable accommodations, at no cost to the applicant to assist an LEP applicant of their understanding of important vital documents including but not limited to:

- Application materials
- Consent documents
- Notices concerning program eligibility
- Lease materials
- Other compulsory program materials

LEASING INFORMATION

LOTTERY NOTIFICATION AND LEASING OFFICE REVIEW

Top eligible households from the lottery will be notified and within 5 days must go to the Leasing Office and complete a Lease Application. Failure to complete a Lease Application will result in the removal of their Application. The Lease Application review will be the same review that applicants for market-rate apartments undergo, where factors such as Employment history, Credit score/reports, Former lease history, Criminal Background Screening and sufficient income are considered. Co-signers and/or guarantors are not allowed. Background checks will meet DHCD's Model Policy Regarding Applicant Screening on the Basis of Criminal Records.

LEASE SIGNING, UNIT SELECTION AND MOVE-IN

If a household is found to be Lease eligible by the Leasing Office, they will have 72 hours to put down a \$125 deposit on an apartment. If they do not put down a deposit within 72 hours of being found lease eligible, they will be removed from the list and will no longer be able to immediately lease a unit.

The deposit will be \$125 for all households. This deposit will be used towards the first months rent. All households, including Section 8 voucher holders, need to provide this deposit. This deposit will be applied toward the first months rent and when the applicant moves into their unit, the balance of their first month's rent is due. Upon move-in, the eligible resident pays the entire remaining balance.

YEARLY ELIGIBILITY AND RENT REVIEW

Approximately 90 days before lease renewal, tenants of affordable units will need to submit updated income and asset documentation to the Leasing Office so they can ensure continued eligibility under the affordable housing guidelines. **It is the tenants responsibility to submit all documents needed for yearly eligibility no less than 90 days prior to renewal. Tenants will not be able to renew Leases until all required documentation has been submitted and a yearly review has been completed to determine continued eligibility.** Records of taxes, pay-stubs, bank statements and asset statements should be maintained while living in the affordable unit

Please note, all income and asset documentation must be at least 1 month current at the time of move-in. If an applicant's file will be out of date by the move-in date, a second review of eligibility will need to be done and all documentation in the file will need to be updated.

APPLICATION SUBMITTAL

We are accepting applications on a first come, first serve basis.

*Delphic Associates LLC
651 Orchard Street-Suite 308
New Bedford, MA 02744
RE: The Turn at River Bend*

Section Two

AFFORDABLE HOUSING LOTTERY APPLICATION

**The Turn at River Bend
W. Bridgewater, MA
AFFORDABLE HOUSING LOTTERY APPLICATION**

Date: _____

Name	Home Phone ()
Address	Cell Phone ()
Address	Work Phone ()
	Email Address

Number of Household Members (circle one): 1 2 3 4 5 6 7 8

Complete the following section for *each* Household Member

	Applicant	Member #2	Member #3	Member #4
Name				
Age				
D.O.B.				
Employer				
School Name				
Relationship				
	Member #5	Member #6	Member #7	Member #8
Name				
Age				
D.O.B.				
Employer				
School Name				
Relationship				

The developer, staff and consultants are committed to the intent and spirit of both state and federal fair housing laws in the selection of lottery applicants. They will not knowingly discriminate against any protected class in the selection of applicants.

Please list the address of any home, land or property that **any household member has owned or had joint interest in** the past three years. Please include a copy of the Deed and HUD Settlement Statement for each property.

Property #1 Address _____

Property #2 Address _____

Please explain why you do not own this property anymore:

MINORITY STATUS: This is an optional section that you may complete to assist in meeting Affirmative Marketing Goals.

	Applicant	Co-Applicant	Dependent	Dependent
Black	_____	_____	_____	_____
Hispanic or Latino	_____	_____	_____	_____
Asian	_____	_____	_____	_____
Pacific Islander	_____	_____	_____	_____
Native Hawaiian	_____	_____	_____	_____
Native American	_____	_____	_____	_____
Alaska Native	_____	_____	_____	_____
Other (non white)	_____	_____	_____	_____

MARKETING INFORMATION:

(Write your answer in the space provided and please be as specific as possible)

How did you find out about this affordable housing opportunity?

Have you or will you apply to other housing lotteries? (Circle one)

YES

NO

Please list the names of the developments and their location for which you are applying for.

DISABLED-ACCESSIBLE PREFERENCE OR REASONABLE ACCOMMODATIONS:

This is defined as persons with a physical or mental disability that meet standards established by the Department of Housing and Community Development and state laws for disabled housing.

Please provide verification from a doctor or other medical professional, a peer support group, a non-medical service agency or a reliable third party who is in the position to know about the individual's disability. Evidence of Social Security Disability Insurance benefits is acceptable.

Circle the appropriate answers for the following questions:

Are you, or any member of your household, in need of an accessible unit? **YES** **NO**

Does any member of the household need to use an alternative way to communicate with us? **YES** **NO**

If yes, please explain: _____

INCOME AND ASSET INFORMATION:

Please complete the following section listing income for ALL household members including children. Include the most recent statements for each account and all other supporting documentation.

Type of Acct. or Income	Name:			Type of Acct. or Income	Name:		
	Acct. Number	Balance	Amt. Pd. Monthly		Acct. Number	Balance	Amt. Pd. Monthly
Checking				Checking			
Savings				Savings			
Unemployment				Unemployment			
Worker's Comp.				Worker's Comp.			
Social Security				Social Security			
SS Disability				SS Disability			
Alimony				Alimony			
Child Support				Child Support			
Type of Acct. or Income	Name:			Type of Acct. or Income	Name:		
	Acct. Number	Balance	Amt. Pd. Monthly		Acct. Number	Balance	Amt. Pd. Monthly
Checking				Checking			
Savings				Savings			
Unemployment				Unemployment			
Worker's Comp.				Worker's Comp.			
Social Security				Social Security			
SS Disability				SS Disability			
Alimony				Alimony			
Child Support				Child Support			

If you need additional space, please use a separate piece of paper.

EMPLOYMENT INFORMATION:

Name:		Name:	
Occupation:		Occupation:	
Employer Name:		Employer Name:	
Employer Address:		Employer Address:	
Employer Phone:		Employer Phone:	
Employer Email:		Employer Email:	
Supervisor's Name:		Supervisor's Name:	
Date of Hire:		Date of Hire:	
Hourly Wage:		Hourly Wage:	
Average Weekly Tips:		Average Weekly Tips:	
Hours per Week:		Hours per Week:	
Weekly Gross Amount:		Weekly Gross Amount:	
Annual Salary:		Annual Salary:	
Avg. Gross Last 4 wks x 52:		Avg. Gross Last 4 wks x 52:	

If Applicant or Co-Applicant has more than one (1) job or other adult household members over the age of 18 that are employed, please attach a separate sheet of employment information.

In addition to the above, please attach all income documentation including:

Five (5) most recent pay stubs
State & Federal tax returns last 3 years
Pre approval from lender

Social security documentation
W-2's last 3 years
*Checking accounts 3 months

Pension documentation
Child support & Alimony docs
* Savings accounts 3 months

**All financial documents must show account holders name and address*

ASSET INFORMATION:

Include but not limited to stocks, bonds, retirement accounts such as 401K, Keogh, etc. For a comprehensive explanation, please refer to the section of the application title "Frequently Asked Questions".

- STOCKS, BONDS & CD'S:** Applicant must list the average value and provide documentation such as bank account numbers and value.

Do you have any stocks, bonds or CD's? (Circle one) YES NO
If yes, list value \$_____ and enclose the last three quarterly portfolio statements.

- RETIREMENT, 401K AND KEOUGH ACCTS:**

Do you have any of these accounts? (Circle one) YES NO
If yes, are you employed or retired? _____

Are you making occasional withdrawals? (Circle one) YES NO
If yes, how much are you receiving per month? \$_____

What is the total value of **all** accounts? \$_____ Enclose last 3 quarterly statements.

SECTION 8:

Do you currently have a Section 8 Voucher from a Housing Authority? (Circle one) YES NO

If yes, which agency issued your voucher or subsidy? _____

ANTICIPATED CHANGES IN INCOME:

Are you expecting a change in any household members income in the next 12 months? (Circle one) YES NO

If yes, please explain. _____

REAL ESTATE:

You may currently own property but it must be sold before your move-in date.

Are you, or anyone on this application, entitled to receive any amount of money from the sale of ANY property currently owned or through an upcoming court settlement? (Circle one) YES NO

If yes, please explain. _____

For property you plan on selling you must submit all of the following:

- Attach a copy of a broker's opinion of the property
- Attach a statement from your lender showing your current balance on your mortgage or outstanding loans

RENTER CERTIFICATION

Initial

_____ I/We certify that I/We have read the entire lottery package including the Frequently asked Questions.

_____ I/We certify that our household is _____ persons; and that our household income does not exceed the income limits provided in the Lottery Information Packet.

_____ I/We certify that I/We meet the Minimum Income criteria as stated within this lottery package.

_____ I/We certify that Lottery Agent or any other employee shall not be held liable for any decisions made pertaining to the applicants' eligibility or their application.

_____ Information missing from the application, including, but not limited to the following could be considered an incomplete application, thus being ineligible for the lottery.

- Income documentation

_____ We understand that the **initial determination of eligibility** (for entry into the lottery) in no way guarantees that we are eligible to rent one of the affordable units. Final eligibility will be determined by DHCD after the lottery has been completed.

_____ I/We understand that if selected I/we will be offered a specific unit. I/we will have the option to accept the available unit, or to reject the available unit. If I/we reject the available unit I/we will move to the bottom of the waiting list and may not have another opportunity to rent at this development.

_____ Program requirements and guidelines are established by the Department of Housing and Community ("DHCD") in accordance with 760 CMR 56.00 and the guidelines. I/We agree to be bound by whatever program changes that may be imposed at any time throughout the process.

_____ I/we certify that no member of our family has a financial interest in this development.

_____ I/We have completed an application and have reviewed and understand the process that will be utilized in selecting eligible applicants. I/We am qualified based upon the program guidelines and agree to comply with applicable regulations.

_____ I/We certify that the information in this application and in support of this application is true and correct to the best of my/our knowledge and belief under full penalty of perjury. I/We understand that perjury will result in disqualification from further consideration.

APPLICANT SIGNATURE

DATE

CO-APPLICANT SIGNATURE

DATE

AUTHORIZATION TO RELEASE

I/We hereby authorize the Developer, DHCD and the Lottery Agent to inquire of credit agencies, employers and banking institutions to allow and assist them to determine my/our determination of eligibility of an affordable unit.

This authorization includes all application information including, but not limited to credit reports, former lease history, criminal background and employment history.

APPLICANT SIGNATURE

DATE

CO-APPLICANT SIGNATURE

DATE

CHECK LIST

DID YOU REMEMBER TO ENCLOSE THE FOLLOWING:

Your application may not be considered complete without the following documents. Incomplete or ineligible applications will not be entered into the lottery.

- ☐ Completed and signed application
- ☐ 5 most recent pay stubs
- ☐ Most recent State and Federal tax returns
- ☐ Most recent W-2
- ☐ Any additional income documentation such as but not limited to social security, pension, and alimony.
- ☐ All asset information including most recent checking and savings account bank statements, evidence of the value of CDs, brokerage statements, etc.
- ☐ Narrative stating applicant's history for last 2 years including work, and information such as marriage, divorce and personal information you may want us to know. (attach to application)
- ☐ Child support documentation
- ☐ Divorce Decree (If applicable)

*All financial documents must show the account holders name, address and account number. **All pages** of banking statements must be submitted.

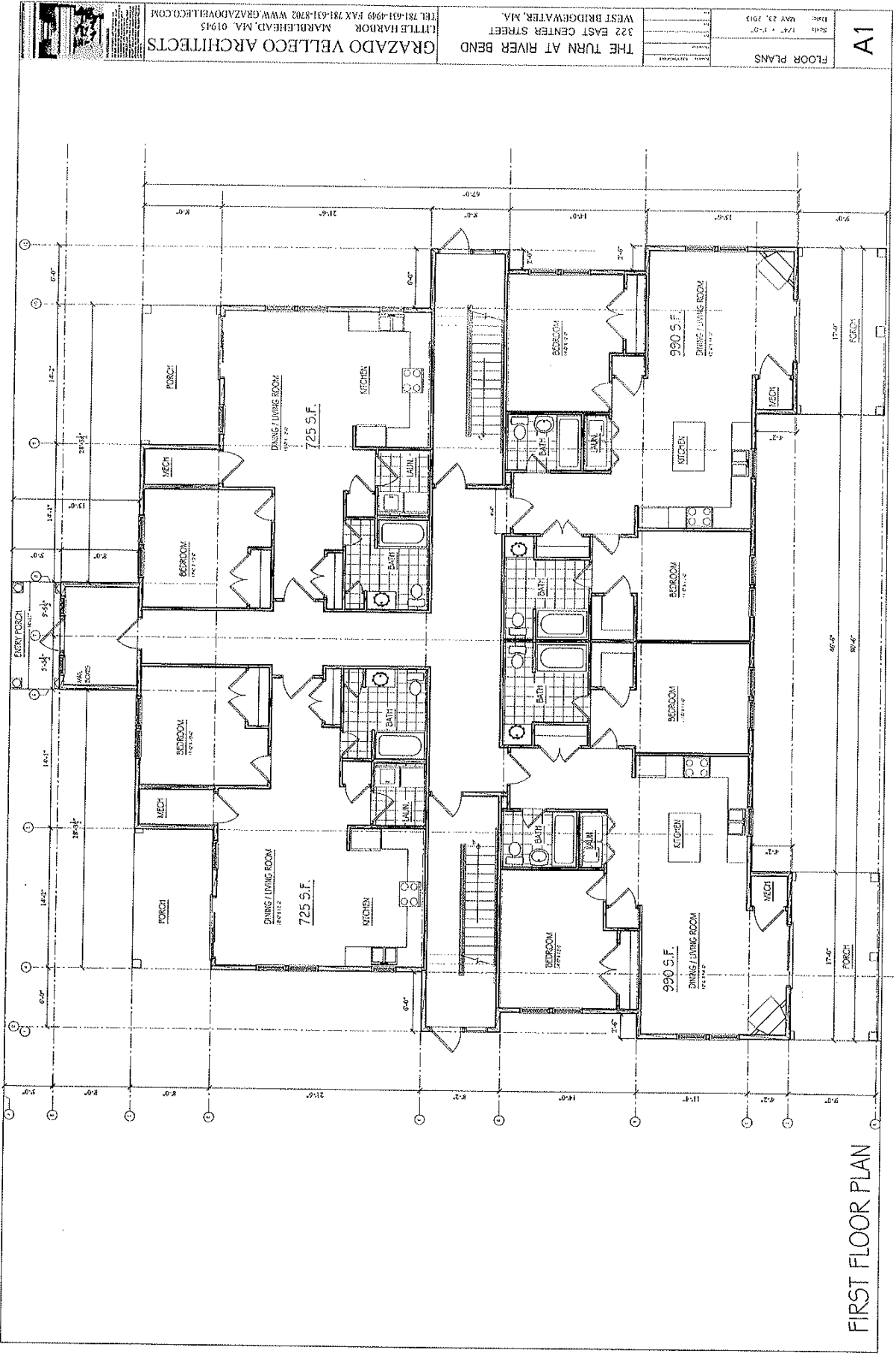
In order to obtain proof of delivery, we suggest that you mail your application and supporting documentation "Certified Return Receipt" or if hand delivered with a request of proof of delivery to:

**Delphic Associates, LLC
651 Orchard Street - Suite 308
New Bedford, MA 02744
REF: The Turn at River Bend**

A "Certified Return Receipt" or proof of hand delivery will provide you proof of when your application was received. We are not responsible for lost or late applications.

Section Three

FLOOR PLANS AND ELEVATIONS



FIRST FLOOR PLAN

A1

FLOOR PLANS
Date: MAY 23, 2013
Scale: 1/8" = 1'-0"

THE TURN AT RIVER BEND
322 EAST CENTER STREET
WEST BRIDGEWATER, MA

GRAZADO VELLECO ARCHITECTS
LITTLE HARBOR
MARBLEHEAD, MA 01945
TEL 781-631-8919 FAX 781-631-8702 WWW.GRAZADOVELLECO.COM



