

Dear Prospective Applicant,

Thank you for your interest in applying for an apartment at St. Joseph Place. St. Joseph Place provides housing for senior households where all household members are age 62 or older at time of application. Additionally, the total annual income of the household must fall under the maximum income limit for the community, as determined by PHFA. All information requested in the application packet must be completed. Incomplete applications will not be considered. If the information requested does not apply to you, please indicate by using "N/A" for not applicable. This will tell us that you understand the requested information and you did not intentionally leave it blank. If you make a mistake or typo, please draw a single line through the error(s) and initial the change(s). Please do not use whiteout to correct the errors.

Please complete, sign and return the *Application for Housing* form, the *Applicant/Resident Emergency Information Sheet* and the *Supplemental Information Form* attached.

Please note that any application that is mailed in must be mailed to St. Joseph Place, P.O. Box 1185, Sharon Hill, PA 19079-9998, not the physical address of the community.

Applications may also be physically delivered to: Grace Court, 550 S. Lansdowne, Yeadon PA, 19050.

Once the application is received, it will be determined whether you preliminarily qualify to be placed on the waiting list. If you do not qualify, you will be notified in writing. Please remember to notify us, in writing, if your information changes (contact information, income information, etc.). We update our waiting list once per year. If you don't respond to us whether or not you still want your name to remain on the waiting list, you will be removed from our waiting list.

The apartments are offered as they become available. As your name reaches the top of the waiting list, you will be required to come in for an interview. At that time, you will be asked to sign the authorization forms which allows our staff to further verify your age, income, assets, allowances, criminal history, sex offender status, credit history and landlord references.

Should you require a reasonable accommodation based on a disability to afford you an equal opportunity to participate in this housing opportunity, please contact the management office at the address below or phone/TDD so that we can consider your request for reasonable accommodation.

Sincerely,

St. Joseph Place Community Management

500 WOODLAWN AVE. COLLINGDALE, PA 19023 T 610.238.4483 / TDD: 711 HUMANGOOD.ORG

St. Joseph Place does not discriminate on the basis of handicapped status in the admission or access to, or treatment or employment in its federally assisted programs and activities. Our Fair Housing Coordinator is designated to ensure compliance with the nondiscrimination requirements in Section 504 of the HUD Regulations and can be contacted at 2000 Joshua Rd., Lafayette Hill, PA 19444; telephone 610.260.1152; TDD 711; EastSection504@humangood.org.



500 Woodlawn Avenue Collingdale, PA 19023

Phone (610) 238-4483

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TDD 711 Web: <u>www.HumanGood.org/st-joseph-place</u>

For Office Use Only

Date/Time Received:

Application/Wait List #:

Updated Application (office use only)

APPLICATION FOR HOUSING

Part I. Applicant (Head of Household)/Co-applicant Information

	APPLICANT (HE	ad of Household)	
First Name:	Middle Initial:	Last Name:	
Present Address:	City:	State:	Zip Code:
Mailing Address (if different):	City:	State:	Zip Code:
Home Phone:	Work Phone:		Cell Phone:
Social Security #:		Date of Birth: _	· · · · · · · · · · · · · · · · · · ·
Email Address:			
Sex: □ F □M [□ Prefer not to disclose		
	CO-A	APPLICANT	
First Name:	Middle Initial:	Last Name:	
Social Security #:		Date of	f Birth:
Relationship to Applicant:		Cell Pł	hone:
Email Address:			_
Sex: 🗆 F 🛛 🗆 M	□ Prefer not to disclose		
Part II. General Questio	onnaire		
1. Have you or any adult mem	ber of your household ever been e	evicted? Yes D N	No □ If yes, when? Explain.
2. Have you or any adult membrane If yes, when? Explain.	ber of your household ever been c	convicted of a misdemea	anor or felony? Yes 🗆 No 🗆
	r of your household currently use please explain:	any illegal drug or other	illegal controlled substance?
4. Do you expect changes to yo	our household size within the nex	t 12 months? Yes □	No \Box If yes, please provide name.

5. Is there a live-in aide who will be residing with you in the unit? Yes \Box No \Box If yes, please provide name.						
6. How did you hear about this housing opportunity?						
7. Do you have any animals? Yes No No I If yes, please list:						
8. Do you own a car? Yes 🗆 No 🗆 If yes, please list:						
9. Are you an U.S. military veteran? Yes No No						
Which Branch? Air Force Army Coast Guard M	farines 🗆 Navy					

Part III. Housing References - Please list current and previous landlords for the last five years.

Address of Present Residen	ice:				
Present Landlord Name:		Landlord Telephone:	Fax:		
		()	()		
Present Landlord Mailing Ac	ldress:	City, State:	Zip Code:		
Monthly rent: \$	# of bedrooms: 1 2 3 4 5	Is your rent subsid YES NO	lized? Rent	Own	
How long have you lived at t	his address? Aonths	Reason for wantin	ng to move?		
Is there anyone living with y	ou now that will not be	moving with you to this prop	perty? YES NO If yes, who	? And why?	
If you have lived at your curr Previous Address:	rent address less than fiv				
Name of previous Landlord:		Landlord Telephone:	Fax:		
Previous Landlord Mailing Address:		City, State:	Zip Code:	Zip Code:	
Monthly rent: How long have you live		at this address?	Reason for moving?		
\$Years		Months			
If you lived in the above two Previous Address:	housing situations for l	ess that 5 years, where did ye	ou live?		
Name of previous Landlord:		Landlord Telephone:	Fax:		
Previous Landlord Mailing Address:		() City, State:	() Zip Code:		
Monthly rent: How long have you live			Reason for moving?		
\$	Years	_Months			
List all states in which all h	ousehold members ha	ve resided since age 18:			

Part IV. Income Information

List all full and/o	•	ces) byment income for all househ nd net taxable earnings)	old members.	
Full Name	Occupation	Name/Address of Employer	Length of Employment	Gross Earnings BEFORE Taxes
1.			-	Monthly: \$
			-	Hours per week:
			-	Hourly rate: \$
Full Name	Occupation	Name/Address of Employer	Length of Employment	Gross Earnings BEFORE Taxes
2.			-	Monthly: \$
		<u> </u>	-	Hours per week:
			-	Hourly rate: \$
Full Name	Occupation	Name/Address of Employer	Length of Employment	Gross Earnings BEFORE Taxes
3.			-	Monthly: \$
			-	Hours per week:
			-	Hourly rate: \$
Full Name	Occupation	Name/Address of Employer	Length of Employment	Gross Earnings BEFORE Taxes
4.			-	Monthly: \$
			_	Hours per week:
			-	Hourly rate: \$

Other Sources of Income

(examples: list all public assistance, social security, S.S.I., social security dual entitlement, pension, retirement, disability compensation, unemployment compensation, veterans benefits, insurance policies, interest income, babysitting, care-taking allowance, alimony, child support, annuities, trusts, dividends, regular contributions, scholarships, grants, armed forces)

Full Name	Type of Income	Amount	
		\$	Per
Full Name	Type of Income	Amount	
		\$	Per
Full Name	Type of Income	Amount	
		\$	Per
Full Name	Type of Income	Amount	
		\$	Per

Part V. Asset Information

Assets – include checking and savings accounts, equit	y in real property, stocks, bonds, and other forms of niture. If you have no assets, write "none" in the space.				
Checking Account – Name of Bank	Savings account – Name of Bank				
Address:	Address:				
Account Number:	Account Number:				
Cash Value /Balance: \$	Cash Value /Balance: \$				
Other Account – Name of Bank	Other Account – Name of Bank				
Address:	Address:				
Account Number:	Account Number:				
Cash Value /Balance: \$	Cash Value /Balance: \$				
401K/403B/IRA	Other Account – Name of Bank				
Address:	Address:				
Account Number:	Account Number:				
Cash Value /Balance: \$	Cash Value /Balance: \$				
Stocks and Bonds Value:	Savings Bond Value: \$				
	at is the current value?				
Yes No					
Have you or any adult member of your household disposed of value? Yes □ No □ If yes, what was disposed and f					

Part VI. Program Information

1. Are you or any member of your household disabled? Yes \Box No \Box
2. Do you require a unit with accessible features for persons with disabilities? Yes \Box No \Box If yes, what features:
Mobility Impairment Visual Impairment Hearing Impairment Other
3. Do you require a reasonable accommodation due to a disability that requires changes to our rules, policies, procedure or physical modification(s) to the dwelling unit or common areas? Yes □ No □ If yes, please describe your needs:
4. Do you currently hold a Section 8 voucher? Yes D No D If so from what county?

Part VII. Student Status

Yes	No	
		Does the household consist of all persons who are <u>full-time</u> students (Examples: K-12, College/ University, trade school, etc.)?
		Does the household consist of all persons who have been a <u>full-time</u> student 5 months in the current calendar year?
		Does your household anticipate becoming an all <u>full-time</u> student household in the next 12 month?
		If you answered YES to any of the previous three questions are you:
		Receiving assistance under Title IV of the Social Security Act (AFDC / TANF/ Cal Works - not SSA/SSI).
		Enrolling in a job training program receiving assistance through the Job Training Participation Act (JTPA) or other similar program.
		Married and filling (or are entitled to file) a joint tax return.
		Single parent with a dependent child or children and neither you nor your child(ren) are dependent of another individual.
		The full time student is/was a recipient of foster care assistance under Part B or E of Title IV of the Social Security Act. (Effective determinations after 7/30/2008.)
		nd that St. Joseph Place is a Smoke-Free Community. I understand that smoking is prohibited on the property. Yes [] No []

I/We certify the above information to be true and correct to the best of my/our knowledge. I/We authorize verification of age, income, assets, allowances, credit history, rental history, criminal background, registered sex offender status, eviction and landlord references. I/We understand that falsification of information found before or after acceptance of this property includes penalties that will result in cancellation of your application, also to include eviction, loss of assistance, if applicable. If this is a HUD subsidized property, the additional fines are imposed: fines of \$10,000.00 and five years imprisonment. WARNING!: Title 18, Section 1001 of the United States Code, states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department or agency of the United States:

Head of Household Signature

Co-Applicant Signature

Date

Date

THE FILING OF THIS APPLICATION IN NO WAY GUARANTEES YOU AN APARTMENT. A FINAL DETERMINATION OF ELIGIBILITY WILL NOT BE MADE UNTIL INFORMATION IS VERIFIED. INCOMPLETE OR UNSIGNED APPLICATIONS WILL BE RETURNED AND NOT ACCEPTED.

Return Application to the following address:



St. Joseph Place P.O. Box 1185 Sharon Hill, PA 19079-9998



EQUAL HOUSING OPPORTUNITY

St. Joseph Pace does not discriminate on the basis of handicapped status in the admission or access to, or treatment or employment in its federally assisted programs and activities. Our Fair Housing Coordinator is designated to ensure compliance with the nondiscrimination requirements contained in Section 504 of the HUD Regulations and can be contacted via e-mail at EastSection504@HumanGood.org or at 2000 Joshua Road, Lafayette Hill, PA 19444, Telephone 610-260-1152 TDD 711.

human good Applicant / Resident Emergency Information Sheet

Instructions: Optional Contact Person or Organization: You have the right 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.

Applicant / Resident Name:	
Mailing Address:	
Telephone No:	Cell Phone No:
Name of Contact Person or Organization:	
Address of the Contact Person or Organization:	
Telephone No:	Cell Phone No:
E-Mail Address (if applicable):	
Relationship to Applicant:	
Name of Contact Person or Organization:	
Address of the Contact Person or Organization:	
Telephone No:	Cell Phone No:
E-Mail Address (if applicable):	
Relationship to Applicant:	
The following are some of the reasons why we may cor	ntact the person you provided to us: emergency, unable
to contact you, eviction from unit, late payment of rent, terms / house rules, etc.	assisting with recertification process, or change in lease
Commitment of Management Agency / Owner: If you are appr	avad for housing, this information will be kept as part of your
tenant file. If issues arise during your tenancy or if you require an	
organization you listed to assist in resolving the issues or in provid	
Confidentiality Statement: The information provided on this form	n is confidential and will not be disclosed to anyone except
as permitted by the applicant or applicable law.	
Check this box if you choose not to provide the cont	act information.
Application / Resident Authorization:	rouider voluntarily. I grant full normission to the
I have provided the above information to the housing purposed agency / owner to release and use this info	formation as they deem necessary and may be able to help
in resolving any issues that may arise during my tenance	
may require.	y or to assist in providing any special care or services

Signature of Applicant / Resident

Date

PART IX. SUPPLEMENTAL INFORMATION FORM

The Pennsylvania Housing Finance Agency (PHFA)requests the following information in order to comply with the Housing and Economic Recovery Act (HERA) of 2008, which requires all Low Income Housing Tax Credit (LIHTC) properties to collect and submit to the U.S. Department of Housing and Urban Development (HUD), certain demographic and economic information on tenants residing in LIHTC financed properties. Although the PHFA would appreciate receiving this information, you may choose not to furnish it. You will not be discriminated against on the basis of this information, or on whether or not you choose to furnish it. If you do not wish to furnish this information, please check the box at the bottom of the page and initial.

Enter both Ethnicity and Race codes for each household member (see below for codes).

	TENANT DEMOGRAPHIC PROFILE							
HH			Middle					
Mbr #	Last Name	First Name	Initial	Race	Ethnicity	Disabled		
1								
2								
3								
4								
5								
6								
7								

The Following Race Codes should be used:

- 1 White A person having origins in any of the original people of Europe, the Middle East or North Africa.
- 2 Black/African American A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" apply to this category.
- 3 American Indian/Alaska Native A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- 4 Asian A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- 5 Native Hawaiian/Other Pacific Islander A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

6 – Other

7 – Did not respond. (Please initial below)

Note: Multiple racial categories may be indicated as such: 31 – American Indian/Alaska Native & White, 41 – Asian & White, etc.

The Following Ethnicity Codes should be used:

- 1 Hispanic A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. Terms such as "Latino" or "Spanish Origin" apply to this category.
- 2 Not Hispanic A person not of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

3 – Did not respond. (Please initial below)

Disability Status:

1 - Yes

- If any member of the household is disabled according to Fair Housing Act definition for handicap (disability):
- A physical or mental impairment which substantially limits one or more major life activities; a record of such an impairment or being regarded as having such an impairment. For a definition of "physical or mental impairment" and other terms used, please see 24 CFR 100.201, available at http://www.fairhousing.com/index.cfm?method=page.display&pageID=465 .
- "Handicap" does not include current, illegal use of or addiction to a controlled substance.
- An individual shall not be considered to have a handicap solely because that individual is a transvestite.

2 - No

- 3 Did not respond (Please initial below)
- **Resident/Applicant:** I do not wish to furnish information regarding ethnicity, race and other household composition.

(Initials)							
(HH#)	1.	2.	3.	4.	5.	6.	7.

human good

We believe there's an opportunity to live a life in which we become our finest, most authentic selves. For each of us to become who we were meant to be. HumanGood is here to help you make it happen. We offer affordable senior housing options across the country for qualifying low-income seniors. Below is a list of our communities in the Philadelphia-area. To visit their websites, scan the QR-codes with a smart phone. Learn more at www.HumanGood.org.



Ann Thomas Presbyterian Apts. 2000 S. 58th St. Philadelphia, PA 19143 (215) 726-3232



Bensalem Presbyterian Apts. 1900 Byberry Rd. Bensalem, PA 19020 (215) 352-1000



Cantrell Place 427-455 Cantrell St. Philadelphia, PA 19134 (267) 768-8411



Casa Carmen Aponte Apts. 2121 N. Howard St. Philadelphia, PA 19122 (215) 291-9170



Community House Apts. 5501 N. 11th St. Philadelphia, PA 19141 (215) 324-4563



Grace Court Apts. 550 S. Lansdowne Ave. Yeadon, PA 19050 (610) 623-3083



Greenway Presbyterian Apts. 2001 S. 59th St. Philadelphia, PA 19143 (215) 689-0518



Interfaith House in Germantown 18 W. Chelten Ave. Philadelphia, PA 19144 (215) 438-9779







Lindley Court Apts. 1300 Lindley Ave. Philadelphia, PA 19141 (215) 457-1336



Makemie Court 554 South Lansdowne Ave. Yeadon, PA 19050 (610) 871-7070



Mantua Presbyterian Apts. 600 N. 34th St. Philadelphia, PA 19104 (215) 689-2660



Martha A. Lang Senior Cyber Village 973 N. 7th St. Philadelphia, PA 19123 (267) 414-1420



Mary Field Presbyterian Apts. 2100 S. 58th St. Philadelphia, PA 19143 (215) 730-0691



Morrisville Presbyterian Apts. 1 Hillcrest Ave. Morrisville, PA 19067 (215) 295-8696



Nativity BVM 3255 Belgrade Ave. Philadelphia, PA 19134 (215) 279-7270



Neumann Senior Housing 1601 Palmer St. Philadelphia, PA 19125 (215) 425-9502



Old City Presbyterian Apts. 25 N. 4th St. Philadelphia, PA 19106 (215) 627-9538



On Lok House 219 N. 10th St. Philadelphia, PA 19107 (215) 925-3369



Paschall Senior Housing 2125 S. 70th St. Philadelphia, PA 19142 (215) 220-2080





Pensdale Apts. 4200 Mitchell St. Philadelphia, PA 19128 (215) 754-0126

Pensdale II 4200 B Mitchell St. Philadelphia, PA 19128 (215) 261-6173



Reed Street Presbyterian Apts. 1401 S. 16th St.

Philadelphia, PA 19146 (215) 551-1395



Riverside Presbyterian Apts. 158 N. 23rd St. Philadelphia, PA 19103 (215) 563-6200



Salba Apts. 309 Walnut St. Jenkintown, PA 19046 (215) 277-7724







Scottish Rite Tower 1530 Fitzwater St. Philadelphia, PA 19146 (215) 545-0460



St. Francis Villa 2450 Emerald St. Philadelphia, PA 19125 (215) 309-2399



St. John Neumann Place 2600 Moore St. Philadelphia, PA 19145 (215) 463-1101

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St. John Neumann Place II 2627 Mifflin St. Philadelphia, PA 19145 (267) 861-0003



St. Joseph Place 500 Woodlawn Ave. Collingdale, PA 19023 (610) 238-4483



St. Rita Place 1148-54 South Broad St. Philadelphia, PA 19146 (267) 239-5676



Tioga Presbyterian Apts. 1531 W. Tioga St. Philadelphia, PA 19140 (215) 225-9544



Witherspoon Senior Apts. 2050 S. 58th St. Philadelphia, PA 19143 (267) 768-7300



Wynnefield Place Apts. 1717 N. 54th St. Philadelphia, PA 19131 (215) 596-0363



Los Jardines Apts. 1000 W. 5th St Wilmington, DE 19805 (302) 652-6391

To view all of HumanGood's affordable senior apartments, visit www.HumanGood.org or scan the QR Code to the right.



*TDD 711