



SYRACUSE HOUSING AUTHORITY

APPLICATION FOR HOMES OF SYRACUSE

To check Wait List Status: call 315-475-6181, select prompt 4

- 1. Reasonable Accommodation or Interpreter: If you need assistance in reading or understanding these instructions, or require an interpreter, contact 315-474-6181 ext 4241 for assistance. Si necesita ayuda para leer o entender estas instrucciones, o necesita un intérprete, por favor contacte 315-474-6181 ext 4241 para asistencia.
2. Complete and Sign Application: Please return the application after it has been filled out completely and all household members over age 18 have signed and dated to SHA in person, my mail, by email or fax.
3. Income Eligibility: To be eligible for this Tax Credit Program, the fixed rents typically cannot exceed 40% of your household's monthly income and your total gross income must be less than:

Table with 9 columns: Family Size, 1, 2, 3, 4, 5, 6, 7, 8. Rows represent income percentages: 30%, 50%, 60%.

- 4. Removal from Waitlist: Applicant must respond to mailings from SHA by the deadline date or your name will be withdrawn from the Wait List. If mail is returned with no forwarding address your application will be removed.
5. Changes to Application: Applicant must notify SHA of any changes in address, phone number, family size, income, or preference circumstances. Any changes must be reported to this office in writing on a Changes to Wait List Application Form or your application may be withdrawn.
6. Eligibility: You will be contacted by mail to schedule an update appointment as your name nears the top of the Wait List. Your household will then be screened on numerous criteria including, but not limited to, landlord references, housekeeping abilities, income eligibility, and criminal history. If you successfully complete the screening process, you will be offered an apartment when one becomes available.

i VAWA: If you otherwise qualify for the rental housing or program, you cannot be denied admission or denied assistance because you are or have been a victim of domestic violence, dating violence, sexual assault, or stalking. http://www.hud.gov/sites/documents/5380.docx

ii Criminal History: Having a criminal history or a pending arrest is NOT an automatic bar to admission and any criminal history will be given an individualized assessment. You may still be approved for tenancy with a criminal history unless you have a conviction for methamphetamine production or you are a lifetime registrant on a state or federal Sex Offender database. If you have a criminal conviction that involved physical violence to persons or property, or affected the health, safety and welfare of others you will be asked to provide additional information and will be provided an opportunity to contest the background check or record used by SHA, provide evidence of rehabilitation. In the event of a denial due to criminal history you will be given 14 business days to appeal.



516 Burt Street / Syracuse, New York 13202 / PH 315.475.6181 / FAX 315-470-4203 / www.syracusehousing.org

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