

Phone: 631-722-8701

Website: www.riverheadhousing.com



SECTION 8 HOUSING CHOICE VOUCHER PROGRAM- PRELIMINARY APPLICATION & INFORMATION

Dear Applicant:

Attached please find a preliminary application for the Section 8 Housing Choice Voucher program. This program is funded by the United States Department of Housing and Urban Development (HUD). It is a tenant based program and if a family is found eligible, rent subsidy is paid to a landlord/owner by our office.

Acceptance and DEADLINE: November 26, 2018 through December 10, 2018 ONLY. The Town of Riverhead is not involved in this application process; do NOT contact the Town for preliminary applications or information.

Please read this cover letter thoroughly and carefully before filling out the preliminary application. You will need the information, in the cover letter, as to eligibility incomes for your family size. Incomes must be at or below 50% of median incomes, as listed below. Then you will need to review whether the 30% of median incomes (extremely low incomes), applies to your family.

YOU DO NOT NEED TO INCLUDE THE COVER LETTER WHEN YOU SUBMIT THE PRELIMINARY APPLICATION. Please be aware that incomplete preliminary applications will delay processing. Sending more than one preliminary application will not positively affect a family's place on the waiting list.

CRITICAL: APPLICANTS MUST SUBMIT A COMPLETED PRELIMINARY APPLICATION NO LATER THAN DECEMBER 10, 2018 (POSTMARKED). PRELIMINARY APPLICATIONS RECEIVED AFTER THAT DATE WILL NOT BE ACCEPTED.

Once RHDC receives a completed preliminary application, it will be placed in a sealed box until after the deadline. All applications will be selected randomly and logged into the system, placed on a **waiting list** and reviewed first for basic income eligibility. Availability of housing choice vouchers for new applicants is limited at this time. However, only those families on the waiting list will be contacted as housing choice vouchers become available.

Circumstances such as living or working full-time in the Town of Riverhead and being an elderly person (at least 62 years if age) and/or a person with disabilities, are also considerations. **YOU MAY SUBMIT YOUR PRELIMINARY APPLICATION BY:**

- 1) Mail to Post Office Box 539, Riverhead, NY 11901; **OR**
- 2) In person to our office located at: 209 East Ave *(If using google or map app may need to put Ext. after Ave.)*, Riverhead, NY 11901 during the following days/hours specified **ONLY: between the hours of 10:00 AM and 1:00 PM on the following days: starting 11/26 - Mondays, Wednesdays and Fridays ending 12/10.**

All eligible applicants **MUST** meet the current very low income eligibility guidelines from HUD for the program, for their family size:

<u>Family size</u>	<u>Income Under 50% of Median (at or below)</u>
1	\$40,850
2	\$46,700
3	\$52,550
4	\$58,350
5	\$63,050
6	\$67,700
7	\$72,400
8	\$77,050

Applicants who claim incomes at or below the Extremely Low Income Limits (30% of median) will have the preliminary applications reviewed for an additional preference.

<u>Family size</u>	<u>Income Under 30% of Median (at or below)</u>
1	\$24,500
2	\$28,000
3	\$31,500
4	\$35,000
5	\$37,800
6	\$40,600
7	\$43,400
8	\$46,200

Thank you for your interest, RHDC