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## PUBLIC NOTICE: MCKINNEY TERRACE II SITE BASED WAITING LIST OPEN

Greenwich Communities began accepting pre-applications for 0 and 1-bedroom units in the above-mentioned program for the development known as: **MCKINNEY TERRACE II** on **March 17, 2017**.

A pre-application form will be used to apply for the McKinney Terrace II Site Based waiting list (“**MCK2**”). A daily lottery system will be used to numerate eligible submissions **POSTMARKED** the same day during the application period. Receipts will be mailed to all applicants.

**Submit this entire Pre-Application and Verification by MAIL as follows:**

**GC 2021 MCK2 APP  
 249 Milbank Avenue  
 Greenwich, CT 06830**

- ✦ The waiting list is open, and we will accept applications until a closing date is announced
- ✦ Applicants must be 55 years of age or older or the applicant must be disabled
- ✦ Only fully completed, legible pre-applications with proper verification will be accepted
- ✦ Applicants must demonstrate the ability to pay the minimum rent
- ✦ Minimum base rents are \$734 (0BR) & \$790 (1BR).
- ✦ The rent charged will be the higher of a) Base Rent or b) 30% of Adjusted Gross Income
- ✦ Applicants must fill out the entire pre-application neatly in ink
- ✦ Answer all questions. Do not leave any blanks
- ✦ One pre-application form per household / per envelope will be allowed
- ✦ Verification must be current, valid at the time of application and not more than 90 days old
- ✦ Explanations must be written on a separate sheet of paper, not on the form
- ✦ Applicants must submit **COPIES** of required verification. Originals will not be returned
- ✦ Applicants may seek assistance by appointment during office hours
- ✦ Applications will only be accepted from Households that qualify for 0 or 1 Bedroom units
- ✦ Total Gross Household Income must be below Income Limits (see chart below)
- ✦ Multiple Submissions postmarked on the same day will be numerated by random lottery
- ✦ Submissions without a legible postmark will be added on the date received by HATG
- ✦ HATG has a preference for those who ① are Current or Former Residents ② Work Full-Time in Greenwich

**THE FOLLOWING WILL BE CONSIDERED INELIGIBLE:**

- Pre-applications submitted by Fax or In Person
- Pre-applications from persons who are under 55 or not disabled
- Households whose income exceeds the limit for their size – see below

**APPLICATIONS CAN BE OBTAINED AS FOLLOWS:**

- Pick one up in person at the HATG office located at 249 Milbank Avenue
- Call and request that one be mailed to you or Download from our Web site

FY 2020 INCOME LIMITS	
HOUSEHOLD SIZE	
1	2
\$66,500	\$76,000

If you have questions or are an applicant with disabilities seeking assistance with the completion of the pre-application, contact The Waiting List at (203) 869-1138, extension 120.

**Greenwich Communities is an Equal Housing Provider.**

\_\_\_\_\_ NAME  
 \_\_\_\_\_ ADDRESS  
 \_\_\_\_\_ CITY STATE ZIP

← Print your full name and address. This page will be mailed back to you

**Application Receipt**

**2021 MCKINNEY TERRACE II SITE BASED WAITING LIST**

This is to certify that on this date \_\_\_\_\_

The individual above applied for Housing at the development known as **McKinney Terrace II**

- ACCEPTED
- INELIGIBLE
- INCOMPLETE

Incomplete applications are not accepted. Review the application form and checklist for missing information/verification. Call the Waiting List to review the program requirements if needed. **Resubmit as follows:**

**GC MCK2 – MI 249 MILBANK AVE GREENWICH, CT 06830**

**REQUIRED VERIFICATION FOR EVERY PERSON ON THE APPLICATION**

- Birth Certificate or valid Passport
- Current Year 2-page 1040 Tax Form and Schedule C
- Current Year W-2 and/or 1099 Forms
- 4 Recent Paystubs or Proof of Self-Employment Income
- Letter from Social Security showing monthly benefit
- Letter from Pension or Annuity showing monthly payments
- Budget sheet or letter from Welfare
- Monetary Determination Letter from Unemployment /Dept. of Labor
- 2 Recent Account Statement from all Checking accounts - Include all Pages
- 2 Recent Account Statement from all Savings accounts - Include all Pages
- 1 Recent Statement from Retirement Accounts, Stock, Securities, or any other Asset Account
- 2 Recent rent receipts or proof of rent payment
- Verification of Disability



## 2021 MCKINNEY TERRACE II HOUSING PROGRAM - PRE-APPLICATION

### APPLICANT / HEAD OF HOUSEHOLD INFORMATION

Last Name		First Name			
Address		City	State	Zip	
Phone		e-mail			
Date of Birth	Age	Gender	Social Security #		

**Mailing Address** – if different from residential address above

Address	City	State	Zip
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Are you U.S. Born?      YES      NO      **If NO**, list the country of your birth: \_\_\_\_\_

Circle your Citizenship Status:      U.S. Born      Naturalized      Legal Alien      Undocumented

Are you Disabled?      YES      NO      **If YES**, do you require Special Accommodations?      YES      NO

If YES, please explain accommodations needed: \_\_\_\_\_

Is anyone a College Student?      YES      NO      **If YES**, are they enrolled Full Time?      YES      NO

Are you Currently Employed?      YES      NO      **If YES**, circle status:      Full Time      Part Time

Are you Currently out of work?      YES      NO      **If YES**, are you receiving Unemployment Benefits?      YES      NO

Circle reason for Unemployment:      Seasonal Worker      Medical Injury/Leave      Retired      Other \_\_\_\_\_

Marital Status: circle one      Married      Divorced      Separated      Single      Widowed

What is your Race: circle all that apply      Black      Asian      White      Native American      Pacific Islander

Are You Hispanic/Latino? circle one      Yes      No

### SPOUSE OR PARTNER

NAME	RELATION TO HEAD	SEX	DATE OF BIRTH	COUNTRY OF BIRTH	COLLEGE STUDENT		CURRENTLY EMPLOYED	
					YES	NO	YES	NO

**INCOME** - List the INCOME of each household member separately. Use another sheet if necessary. Common INCOME types are below  
 1) Job    2) Welfare    3) Social Security    4) Self-employment    5) Unemployment or    6) Other income

PERSON w/ INCOME	INCOME TYPE <i>(USE NUMBER)</i>	EMPLOYER NAME or INCOME SOURCE	INCOME AMOUNT	HOW OFTEN

**ASSETS** - List the ASSETS of each household member separately. Use another sheet if necessary. Common ASSET types are below  
 1) Checking    2) Savings    3) 401k    4) Real Estate    5) Stocks, Bonds, Annuity    6) Benefit Debit Card

PERSON w/ ASSETS	ASSET TYPE <i>(USE NUMBER)</i>	BANK NAME or FINANCIAL INSTITUTION	VALUE or BALANCE
			\$



**2021 MCK2 WAITING LIST - PRE-APPLICATION CONT'D**

<b>CURRENT RESIDENCE</b>					
Living Arrangement (check one)	Renting		Sharing/Furnished Room		Part of Employment
	Living with Family		Shelter/Homeless		Own the Property
Total Rent	\$	Amount you PAY If shared or subsidized	\$	Monthly Utility Expense	\$
Landlord Name					
Landlord Address					
Landlord Phone					
Length of Tenancy	Move In Date		Lease End Date		

<b>FORMER RESIDENCE</b>					
Living Arrangement (check one)	Renting		Sharing/Furnished Room		Part of Employment
	Living with Family		Shelter/Homeless		Own the Property
Total Rent	\$	Amount you PAY If shared or subsidized	\$	Monthly Utility Expense	\$
Landlord Name					
Landlord Address					
Landlord Phone					
Length of Tenancy	Move In Date		Move Out Date		
Reason for Moving					

**LOCAL PREFERENCE**

I am a current Resident of Greenwich	No <input type="checkbox"/>	Yes <input type="checkbox"/>
I Work Full-Time in Greenwich	No <input type="checkbox"/>	Yes <input type="checkbox"/>
I am a Former Resident of Greenwich	No <input type="checkbox"/>	Yes <input type="checkbox"/>

*You will be required to Verify your preference*

**WARNING:**

Title 18, Section 1001 of the U. S. Code provides, among other things that a person is guilty of a felony for knowingly and willfully making or using a document or writing containing false, fictitious, misleading or fraudulent statements or entries in any matter within the jurisdiction of a department or agency of the United States and shall be fined not more than \$10,000 or imprisoned for not more than five years or both.

**I CERTIFY THAT THE ABOVE INFORMATION IS ACCURATE AND COMPLETE.**

I understand that submission of false information or misrepresentation may result in loss of eligibility to participate in the Public Housing Program. I also acknowledge that Incomplete applications will not be accepted.

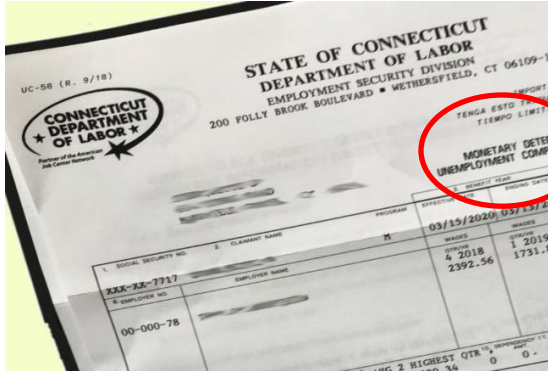
**Head of Household Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Spouse /Partner** \_\_\_\_\_ **Date** \_\_\_\_\_

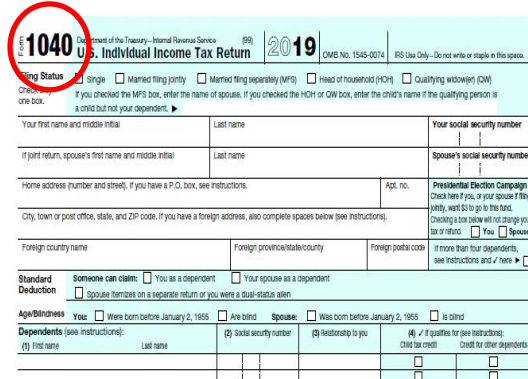
**MAIL TO: GC 2021 SWL APP 249 MILBANK AVE GREENWICH, CT 06830**

# EXAMPLES OF REQUIRED DOCUMENTS

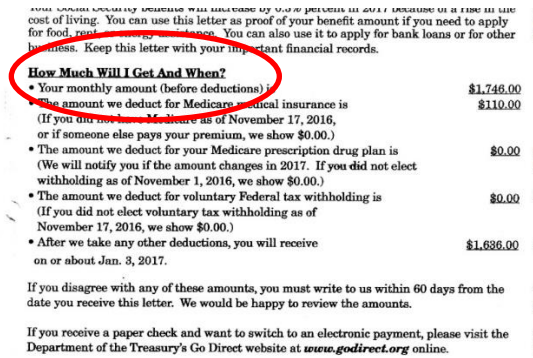
## Monetary Determination Letter from Unemployment



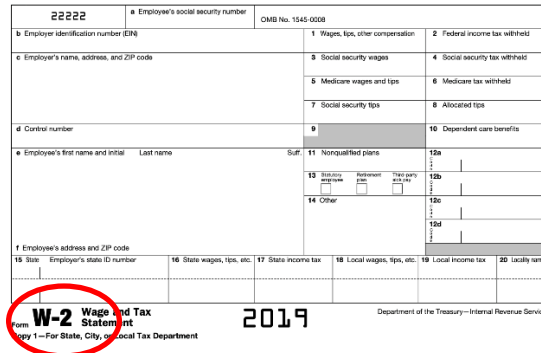
## 1040 Tax Forms (2 pages only)



## Social Security Benefit Letter



## W-2 Forms



If you receive any amount from any of these Income sources, it must be reported. **INCOME INCLUDES:**

Self-Employment	Operating a Business	Salary / Wages	Support from Friends	Support from Family
Unemployment	Workman's Compensation	Tips	Bonuses	Overtime
Commissions	Regular monetary gifts	Scholarships	Grants	Severance Pay
Work Study	Social Security	Disability/SSI	Death Benefits	Retirement Funds
Pension Funds	Annuities	Non-Revocable Trusts	Military Pay	Insurance Policies
Veterans Benefits	Social Services Assistance	Public Assistance	TANF / SAGA	Alimony
Welfare	Child Support	Rental Income	Real Estate Sold	Lottery Winnings

If you have any of these asset accounts, you must provide current statements. **ASSETS INCLUDE:**

Bank Accounts	Savings Accounts	Certificates of deposit (CDs)	Benefit Debit Cards	Life Insurance Policies
Cash	Money Market Accounts	401 (k) 403(b) 457 (b)	House, Condo, Co-Op	Bonds
Payroll Cards	Keogh	Stocks	Retirement Savings	Real Estate or Land
IRA	Trust Funds	Credit Union Accounts	Treasury Bills	Checking Accounts