

Woonsocket
Housing Authority

Elder Care Consultants

St. Germain Assisted Living



Assisted Living and Public Housing Application

*** This application must be filled out in pen. We cannot accept any applications that have white-out or correction tape on them. Please cross out and initial any changes.**

Version: 04/19/18

679 SOCIAL STREET - WOONSOCKET, RI 02895-9924

(401) 767-8000 / Fax: 767-8076 / TDD: (800) 745-6575

APPLICATION FOR ADMISSION - ORIGINAL
St. Germain Assisted Living

ElderCare Consultants, LLC
429 East School Street, #201
Woonsocket, RI 02895

Office Use Only

Date Received _____

Date Acknow. _____

BACKGROUND INFORMATION:

Applicant's Name: _____
 (Last) (First) (Initial)

Age: _____ Birth Date: _____ Telephone: _____

Address: _____

Social Security #: _____

Citizenship Status: ☐ Born in the USA ☐ Derivative Citizenship
 ☐ Naturalized ☐ Legal Alien

Marital Status: ☐ Married ☐ Widowed ☐ Divorced
 ☐ Separated ☐ Single

Spouse's Name: _____ Social Security #: _____

Spouses
Citizenship Status: ☐ Born in the USA ☐ Derivative Citizenship
 ☐ Naturalized ☐ Legal Alien

Is your spouse also applying for admission: ☐ Yes ☐ No

Name and addresses of responsible relatives or authorized agent:

1. Name: _____ Relationship: _____
Address: _____ Telephone: () _____

2. Name: _____ Relationship: _____
Address: _____ Telephone: () _____

3. Name: _____ Relationship: _____
Address: _____ Telephone: () _____

Accommodations:

1. Do you desire to move into St. Germain Assisted Living as soon as possible? ☐ Yes ☐ No
If not, do you have a specific time in mind? _____
2. If the waiting list exceeds 5 years, will your interest continue? ☐ Yes ☐ No

I (We) hereby make formal application for an apartment in St. Germain Assisted Living sponsored by ElderCare Consultants, LLC. I (we) understand that I (we) will be called for a personal interview at such time as an apartment becomes available.

I hereby affirm that, to the best of my knowledge, the foregoing information is true and correct. I also understand that this form is only an application for residence and that the submission of this application does not reserve an apartment nor in any way guarantee residence at St. Germain Assisted Living.

Signature of Applicant(s)

Date: _____

Witness: _____

FOR OFFICE USE ONLY	
Elderly/Disabled	
Family	
Initial Review By:	
Preference Points	
Client Number	
Bedrooms	0 1 2 3 4 5

DATE AND TIME STAMP

WOONSOCKET HOUSING AUTHORITY

679 Social Street
Woonsocket, Rhode Island 02895-9924
(401) 767-8000 (Voice)
(800) 745-6575 (TDD)

___ This applicant speaks English

___ This applicant speaks only Spanish

Application for Conventional Housing

Equal Housing Opportunity

The information which you are being asked to provide as the Head of Household is used to determine if your Household is both **eligible** and **qualified** for admission to the programs indicated below. This information is subject to verification, and you will be required to sign releases that will permit the Authority to confirm all information provided below. By signing this application, you are certifying that the information you have provided is correct. **Misrepresentation of information is grounds for removal from the waiting list or eviction from housing. You must answer every question on the application, unless otherwise stated, or your application will be incomplete.**

For applicants to federal housing, Title 18, Section 1001 of the U.S. Code states that it is a felony to intentionally make false or fraudulent statements to any federal department or agency. As the information provided below may be shared with the U.S. Department of Housing and Urban Development, misrepresentation of information is a felony.

Incomplete applications will not be processed. You will be notified by letter that your application is incomplete. It is the responsibility of the applicant to provide all required information for the program(s) which you have indicated. If a question is not applicable to your household, please indicate this on the application. Your household will be added to the waiting list for the programs specified on this application only at the time that the application is complete.

Please Print all Answers Legibly in Black or Blue Ink

- Head(s) of Household: _____ Maiden Name: _____
- Current Address: _____
City/Town: _____ State _____ Zip _____
- Current Mailing Address: _____ Zip _____
- Home Phone _____ Work Phone _____
- Marital Status: () Single () Married () Divorced () Widowed

6. Please indicate the programs for which you believe you are eligible and wish to apply. The WHA Tenant Selection Staff will make the final determination as to which programs you are eligible and will place you on the appropriate waiting list(s):

Federal Elderly/Disabled Housing	
Federal Family Housing	

7. Is there a member of your Household who requires a physically modified unit to address a disability? Please indicate below.

No unit modifications required	
A wheelchair accessible unit	
A sensory-impaired accessible unit	
Provisions/exceptions to the lease	
Other physical adaptations	

If yes, please explain the accommodation request:

8. Are you and each member of your household a U.S. Citizen, or do you and each household member possess eligible immigrant status which can be verified with the U.S. Immigration and Naturalization Service? You must complete Application Addenda #1.

Yes No

9. See attached form relative to your Housing Preferences which are important for your placement on the waiting list. WHA staff will review the basis of your claimed Preference(s) to determine if you are eligible for the Preference(s).

NOTE: A Preference will be granted only when it has been verified. Once the preference has been verified, it will be used to help determine your households exact position on the Waiting List. Until the preference has been verified, your application will be treated as a standard application.

10. Please indicate all racial, minority or ethnic group(s) to which household members belong by circling the appropriate group(s) listed below. An answer to this questions is not mandatory for completion of this application.

Native American Asian African-American White Hispanic Non-Hispanic

11. Number of Bedrooms Requested. (The Authority will determine final eligibility for the bedroom size requested.)

(Circle One) 0 1 2 3 4 5

12. Using the Adjusted Gross Income Work Sheet (Application Addenda #2), please list *all* types and sources of income and deductions for allowable expenses for each household member.

13. Please provide the full name including middle initial of all Household members who will be living in the unit, their date of birth, place of birth, sex, relationship to the Head of Household, occupation and Social Security Number. Social Security #'s will be used for income verification. If any of this information is not provided, the application will be considered incomplete and will not be processed.

Woonsocket Housing Authority: Application for Conventional Housing

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NAME	Date of Birth	Place of Birth	SEX	Relation to Head of Household	Occupation or School Level	Social Security Number
1.				HEAD		- -
2.						- -
3.						- -
4.						- -
5.						- -
6.						- -
7.						- -
8.						- -

14. Please list the names and last known addresses of absent parents (children's parents not in unit):

15. Does anyone in your Household own a pet? If yes, please describe: _____

16. List below *all* assets of all Household members. If necessary, use an additional page.

Household Member	Type of Asset	Account Number	Amount or Value	Bank/Institution
	Checking			
	Checking			
	Savings			
	Savings			
	CD's or IRAs			
	CD's or IRAs			
	Stocks/Bonds			
	Real Estate			
	Insurance Annuity			
	Whole Life Insurance			

17. Have you or a member of your household ever participated in a housing subsidy program?

Yes No

If yes, what program, where and when did you participate? _____

18. Have you sold, given, loaned or placed in trust any money, real estate or other asset in the past two years? Yes No

If yes, please describe: _____

19. Are you receiving or can you receive any income from *any* trust funds which were established with household assets? Yes No

If yes, please describe: _____

20. Please list the full addresses of all residential settings (Apartments, houses, shelters, group homes, etc.) in which you (Head of Household) or any adult household members have lived during the past *three* (3) years. You should either list the landlord (owner) or the Shelter/Group Home Program Director. The Authority will contact all individuals listed.

For your current residence: From: _____ (mo.) _____ (yr.) To Present Time

1) Landlord Name: _____

Full Landlord Address: _____ Phone: _____

Names of all household members who lived at this address: _____

Previous residence: From: _____ (mo.) _____ (yr.) To: _____ (mo.) _____ (yr.)

Residence Address: _____

Landlord Name: _____

Full Landlord Address: _____ Phone: _____

Names of all household members who lived at this address: _____

Previous residence: From: _____ (mo.) _____ (yr.) To: _____ (mo.) _____ (yr.)

Residence Address: _____

Landlord Name: _____

Full Landlord Address: _____ Phone: _____

Names of all household members who lived at this address: _____

Previous residence: From: ____ (mo.) ____ (yr.) To: ____ (mo.) ____ (yr.)

Residence
Address: _____

Landlord Name: _____

Landlord Address: _____ Phone: _____

Names of all household members who lived at this address: _____

Previous residence: From: ____ (mo.) ____ (yr.) To: ____ (mo.) ____ (yr.)

Residence
Address: _____

Landlord Name: _____

Landlord Address: _____ Phone: _____

Names of all household members who lived at this address: _____

Previous residence: From: ____ (mo.) ____ (yr.) To: ____ (mo.) ____ (yr.)

Residence
Address: _____

Landlord Name: _____

Landlord Address: _____ Phone: _____

Names of all household members who lived at this address: _____

21. Are you living in a residence in which the lease is **NOT** in your name? Yes No

Do you contribute towards the rent? Yes No

Your share of rent \$ _____ Total amount of utility payments \$ _____

Your payments for utilities include: HEAT HOT WATER ELECTRICITY GAS

Total rent at that location \$ _____

22. Have you or any member of your household ever been evicted from housing or removed from a residential program? If yes, please explain:

23. Who should the Authority contact in case of an emergency?

Emergency Contact
Name & relation to you : _____
Street Address _____
City & State & Zip Code _____
Telephone Number _____

24. Please list two people that the Authority can contact for a character reference. (Must be a PROFESSIONAL REFERENCE, such as an employer, doctor, social worker, priest, teacher, daycare provider, etc.) Reference history must cover three years combined.

Name & Organization: _____
Street Address _____
City & State & Zip Code _____
Telephone Number _____

Name & Organization: _____
Street Address _____
City & State & Zip Code _____
Telephone Number _____

25. If your household owns one or more motor vehicles or motorcycle, please provide the following:

Make of vehicle: _____ Year: _____ Reg.#: _____

Make of vehicle: _____ Year: _____ Reg.#: _____

26. Criminal Record:

Have you or any member of your household who will reside in the unit been convicted of a misdemeanor? Yes No If yes, when? Please describe charges and outcome.

Have you or any member of your household who will reside in the unit ever been convicted of a felony? Yes No If yes, when? Please describe charges and outcome.

Note: Information from the National Criminal Information Clearinghouse (NCIC) will be reviewed for you and/or any other adult household members. If a match is found, fingerprints for a FBI check will also be required. Failure to provide fingerprints will result in denial of your public housing application.

Are you a registered sex offender? Yes No

27. We need to determine your household's ability and willingness to meet the lease requirements of the Authority. A copy of the lease will be provided upon request. Unanswered questions will require this application being treated as incomplete.

A. Are you able and willing to pay your rent in full when it is due? Yes No

B. Are you able and willing to take responsibility for the behavior of all guests and household members while they are on or about the development? Yes No

C. Are you and your household able and willing to conduct yourselves in such a manner as to permit the peaceful and quiet enjoyment of the development by other residents? Yes No

I understand that this application is not an offer of housing. *I certify that the information contained in this application is true and complete under pains and penalty of perjury.* I authorize the Authority to make inquiries to verify the information I have provided on this application. I understand that it is my responsibility to immediately inform the Authority of any change in address, household composition or income.

Applicant's Signature

Date

Co-Applicant's Signature

Date

INCOME STATEMENT**DATED: 2/10**

Please CIRCLE YES or NO for each item listed. If the answer is YES please tell us the amount received and if appropriate the name and address of the source of income.

FIP? (Formerly AFDC) Yes No Monthly Income _____

FOOD STAMPS? Yes No Monthly Income _____

Social Security? Yes No Monthly Income _____
Name of family member receiving SS: _____SSI? Yes No Monthly Income _____
Name of family member receiving SSI: _____

EMPLOYED? Yes No Monthly Income _____

Name & Address of Employer: _____

Have you been employed in the last 12 months? Yes No
If YES, where? _____Do any other household members work? Yes No Monthly Income _____
If YES, who and where? _____

Do you pay child care? Yes No Cost? _____

Is your child care reimbursed by an agency? Yes No

Annuities? Yes No Monthly income _____

Pensions? Yes No Monthly income _____

Name and Address of Pension Source: _____

VA Pension? Yes No Monthly income _____

Workman's Comp? Yes No Monthly income _____

Alimony? Yes No Monthly income _____

Child Support? Yes No Court Ordered? Yes No Monthly income _____

Court Ordered Alimony? Yes No Monthly income _____

Military Pay? Yes No Monthly income _____

GPA/BRIDGE? Yes No Monthly income _____

Unemployment? Yes No Monthly income _____

TDI? Yes No Monthly income _____

Severance Pay? Yes No Monthly income _____

Is there any other money or income coming into the household? Yes No
If yes, from where? _____ Monthly amount _____

I/WE certify that the information given to the Woonsocket Housing Authority is accurate and complete to the best of my/our knowledge and belief. I/WE understand that false statements or information are punishable under federal law (and state law, if applicable) AND are grounds for denial of housing assistance and termination of tenancy.

Signature: _____ Date: _____

MEDICAL EXPENSES – ELDERLY AND DISABLED ONLY

This is not a required portion of the application

By completing this section you may be eligible for certain income deductions for out of pocket medical expenses in excess of 3% of your annual income.

Health Insurance Provider:

Address:

Cost/Premium:

(Please provide proof of insurance payment, i.e. insurance bill stub)

PHARMACY #1:

PHARMACY #2:

Other Medical Expenses (Hearing aids, batteries, eyeglasses, dental expenses, Tylenol, transportation to treatment, ect.)

(Note: A Doctor must provide verification of necessary O.T.C. medications.)

DOCTORS (Name and Address)

(1) _____

(2) _____

(3) _____

(4) _____

(5) _____

(6) _____

PUBLIC HOUSING PROGRAM PREFERENCE SYSTEM

Do any of the preference categories listed below pertain to your current status?
Check all that describe your household.

CATEGORY A: SELF-SUFFICIENCY

Maximum: 1 point

- ☐ The head of household, spouse, or co-head is currently enrolled in or is a recent graduate (within the past 12 months) of a job-readiness, job-training or educational program.
 - The PHA defines training program as "a learning process with goals and objectives, generally having a variety of components, and taking place in a series of sessions over a period of time. It is designed to lead to a higher level of proficiency, and it enhances the individual's ability to obtain employment. It may have performance standards to measure proficiency. Training may include, but is not limited to (1) classroom training in a specific occupational skill, (2) on-the-job- training with wages subsidized by the program, or (3) basic education".
- ☐ The family is a working family.
 - A working family is defined as a family where the head, spouse, co-head, or sole member is currently employed (works at least 20 hours per week and has worked for at least one month). However, an applicant family shall qualify as a working family if the head and spouse/co-head, or sole member is age 62 or older, or is a person with disabilities.
- ☐ The head of household, spouse or co-head is currently participating in AmeriCorps or other national service program.

CATEGORY B: MILITARY SERVICE PREFERENCE for families meeting one of the following criteria:

Maximum: 1 point

- ☐ Active military, defined as a family whose head, spouse or co-head is an active member of the U.S. military, including the Reserves or National Guard, and the active military member has served for at least 180 days.
- ☐ Veteran, defined as a family whose head, spouse or co-head is an individual who was discharged from a branch of the U.S military under circumstances other than dishonorable (including Reserves or National Guard).
- ☐ Surviving spouse of individuals meeting the above definitions.

CATEGORY C: DISPLACEMENT PREFERENCE for families meeting one of the following criteria:
Maximum: 1 point

- ☐ Displaced by federal, state, or local government action, or due to the dwelling unit being destroyed as a result of a national, state, or local recognized disaster (e.g. fire, flood, etc.).
- ☐ Victims of domestic violence, dating violence, sexual assault or stalking.
- ☐ A family in a federal, state, or local witness protection program, or a family at risk of reprisal for providing information on criminal activities to law enforcement or in court. A referral from a qualifying law enforcement agency is required.
- ☐ A family being displaced due to owner action.
 - A family will qualify under owner actions if the family has to vacate the housing unit due to the conversion of the unit into non-rental housing, the unit being scheduled for rehabilitation, the sale of the unit under an agreement that it be vacant when possession is transferred, or because the owner wishes to use the unit for personal/family use.
 - A family will not qualify under owner actions if the family is being evicted due to their own action/failure to act, or because the owner is increasing the unit rent.

CATEGORY D: RESIDENCY PREFERENCE **Maximum: 1 point**

- ☐ Families that live, work, or have been hired to work within the PHA's jurisdiction. If the family also qualifies for a preference due to having been displaced under the definitions above, the family will receive the residency preference if their most recent permanent address was within the PHA's jurisdiction.

CATEGORY E: RENT BURDEN PREFERENCE for families paying more than 50% of income towards rent: **Maximum: 2 points**

- ☐ The head of household, spouse, or co-head is a leaseholder of a unit in which the family has been residing for more than six months, and the family pays more than 50% of the family's current income towards rent.

CATEGORY F: DISABLED VETERANS **Maximum: 4 points**

- ☐ In accordance with section 45-25-18.10 of Rhode Island General Law, individuals who were disabled while serving in the military or naval service of the United States during any conflict or war, whether declared or undeclared, and who were honorable discharged will be given preference in housing designed for the elderly.

- ☐ **I AM NOT ENTITLED TO ANY OF THE ABOVE PREFERENCES.**

Signature of Applicant

Date

DECLARATION OF CITIZENSHIP STATUS (SECTION 214)

NOTICE TO APPLICANTS AND TENANTS:

In order to be eligible to receive the housing assistance you seek, you, as an applicant or current recipient of housing assistance, must be lawfully within the U.S. Please read the Declaration statements carefully, check that which applies to you, and sign and return the document to the Housing Authority Office. Please feel free to consult with an immigration lawyer or other immigration expert of your choosing.

I, _____, certify, under penalty of perjury 1/, that, to the best of my knowledge, I am lawfully within the United States because (please check the appropriate box):

- ☐ () I am a citizen by birth, a naturalized citizen or a national of the United States; or
- ☐ () I have eligible immigration status and I am 62 years of age or older. Attach evidence of proof of age 2/; or
- ☐ () I have eligible immigration status as checked below (see reverse side of this form for explanations). Attach INS document(s) evidencing eligible immigration status and a signed verification consent form.
 - ☐ () Immigrant status under §101(a)(15) or 101(a)(20) of the Immigration and Nationality Act (INA) 3/; or
 - ☐ () Permanent residence under §249 of INA 4/; or
 - ☐ () Refugee, asylum, or conditional entry status under §§207, 208, or 203 of the INA 5/; or
 - ☐ () Parole status under §§212(d)(5) of the INA 6/; or
 - ☐ () Threat to life or freedom under §243(h) of the INA 7/; or
 - ☐ () Amnesty under §245 of the INA 8/.

(Signature of Family Member)

(Date)

- ☐ () Check box if signature is of adult residing in the unit who is responsible for child named on statement above.

FOR HA ONLY: INS/SAVE Primary Verification #: _____ Date: _____

1/ **Warning:** 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willfully makes or uses a document or writing containing any false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined not more than \$10,000, imprisoned for not more than five years, or both.

The following footnotes pertain to noncitizens who declare eligible immigration status in one of the following categories:

- 2/ **Eligible immigration status and 62 years of age or older.** For noncitizens who are 62 years of age or older or who will be 62 years of age or older and receiving assistance under a Section 214 covered program on June 19, 1995. If you are eligible and elect to select this category, you must include a document providing evidence of proof of age. No further documentation of eligible immigration status is required.
- 3/ **Immigrant status under §§101(a)(15) or 101(a)(a)(20) of INA.** A noncitizen lawfully admitted for permanent residence, as defined by §101(a)(20) of the Immigration and Nationality Act (INA), as an immigrant, as defined by §101(a)(15) of the INA (8 U.S.C. 1101(a)(20) and 1101(a)(15), respectively [*immigrant status*]. This category includes a noncitizen admitted under §§210 or 210A of the INA (8 U.S.C. 1160 or 1161), [*special agricultural worker status*], who has been granted lawful temporary resident status.
- 4/ **Permanent residence under §249 of INA.** A noncitizen who entered the U.S. before January 1, 1972, or such later date as enacted by law, and has continuously maintained residence in the U.S. since then, and who is not ineligible for citizenship, but who is deemed to be lawfully admitted for permanent residence as a result of an exercise of discretion by the Attorney General under §249 of the INA (8 U.S.C. 1259) [*amnesty granted under INA 249*].
- 5/ **Refugee, asylum, or conditional entry status under §§207, 208 or 203 of INA.** A noncitizen who is lawfully present in the U.S. pursuant to an admission under §207 of the INA (8 U.S.C. 1157) [*refugee status*]; pursuant to the granting of asylum (which has not been terminated) under §208 of the INA (8 U.S.C. 1158 [*asylum status*]; or as a result of being granted conditional entry under §203(a)(7) of the INA (U.S.C. 1153 (a)(7)) before April 1, 1980, because of persecution on account of race, religion, or political opinion or because of being uprooted by catastrophic national calamity [*conditional entry status*].
- 6/ **Parole status under §212(d)(5) of INA.** A noncitizen who is lawfully present in the U.S. as a result of an exercise of discretion by the Attorney General for emergent reasons or reasons deemed strictly in the public interest under §212(d)(5) of the INA (8 U.S.C. 1182(d)(5)) [*parole status*].
- 7/ **Threat to life or freedom under §243(h) of INA.** A noncitizen who is lawfully present in the U.S. as a result of the Attorney General's withholding deportation under §243(h) of the INA (8 U.S.C. 1253(h)) [*threat to life or freedom*].
- 8/ **Amnesty under §245A of INA.** A noncitizen lawfully admitted for temporary or permanent residence under §245A of the INA (8 U.S.C. 1255a) [*amnesty granted under INA 245A*].

Instructions to Housing Authority: Following verification of status claimed by persons declaring eligible immigration status (other than for noncitizens age 62 or older and receiving assistance on June 19, 1995), HA must enter INS/SAVE Verification Number and date that it was obtained. A HA signature is not required.

Instructions to Family Member For Completing Form: On opposite page, print or type first name, middle initial(s), and last name. Place an "X" or "✓" in the appropriate boxes. Sign and date at bottom of page. Place an "X" or "✓" in the box below the signature if the signature is by the adult residing in the unit who is responsible for Child.

DISCLOSURE of INFORMATION on LEAD-BASED PAINT and/or LEAD BASED PAINT HAZARD

LEAD WARNING STATEMENT

LOCATION: _____

Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, lessors must disclose the presence of known lead-based paint and/or lead-based paint hazards in the dwelling. Lessees must also receive a federally approved pamphlet on lead poisoning prevention.

LESSOR'S DISCLOSURE (WHA)

(A) Presence of lead-based paint hazards (Check (i) or (ii) below):

- (i) ☒ Known lead-based paint and/or lead-based paint hazards are present in the housing.
(explain) UNIT ERECTED PRIOR TO 1978
NO KNOWN PAINT HAZARDS EXISTING IN UNIT

(ii) _____ Lessor has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

(B) Records and reports available to the lessor (check (i) or (ii) below):

(i) _____ Lessor has provided the Lessee with all available records and reports pertaining to lead based paint and/or lead-based paint hazards in the housing (list documents below).

(ii) _____ Lessor has no reports or records pertaining to lead-based paint and/or lead based paint hazards in the housing.

LESSEE'S ACKNOWLEDGEMENT (TENANT INITIALS)

(C) N/A Lessee has received copies of all information listed above.

(D) _____ Lessee has received the pamphlet *Protect Your Family from Lead in Your Home*.

AGENT'S ACKNOWLEDGEMENT (INITIALS)

(E) ✓ Agent has informed the lessor of the lessor's obligations under 42 U.S.C. 4852(d) and is aware of his/her responsibility to ensure compliance.

CERTIFICATION OF ACCURACY

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

WOONSOCKET HOUSING AUTHORITY/Lessor

Signature Head of Household Date

Signature Co-Head of Household Date

Agent Date