



LONG ISLAND HOUSING PARTNERSHIP, INC.

NEW VILLAGE  
WORKFORCE RENTAL HOUSING PROGRAM  
PATCHOGUE, NY  
FIRST COME FIRST SERVED  
PROGRAM GUIDELINES

Please Read Carefully

**I. Income Guidelines**

**Before applying, be certain you conform to all guidelines.**

<b>INCOME GUIDELINES FOR 85% OF THE AREA MEDIAN INCOME</b>		
<b>1 Bedroom and 2 Bedroom only</b>		
<u>Household Size</u>	<u>Gross Household Maximum Annual Income **</u>	<u>Gross Household Minimum Income Guideline**</u>
1	\$73,788	1 Bedroom - \$47,616
2	\$84,313	1 Bedroom - \$47,616, 2 Bedroom - \$59,520
3	\$94,875	1 Bedroom - \$47,616 2 Bedroom - \$59,520
4	\$105,400	2 Bedroom - \$59,520
5	\$113,838	2 Bedroom - \$59,520

  

<b>INCOME GUIDELINES FOR 80% OF THE AREA MEDIAN INCOME</b>		
<b>Efficiency and 1 Bedroom only</b>		
<u>Household Size</u>	<u>Gross Household Maximum Annual Income **</u>	<u>Gross Household Minimum Income Guideline**</u>
1	\$69,450	Efficiency - \$37,200, 1 Bedroom - \$44,808
2	\$79,350	Efficiency - \$37,200, 1 Bedroom - \$44,808
3	\$89,300	1 Bedroom - \$44,808

\*INCOME REQUIREMENTS SHALL BE ADJUSTED ANNUALLY BASED ON THE NASSAU/SUFFOLK MEDIAN HOUSEHOLD INCOME.

\*\*Includes all income – overtime, bonuses, pensions, social security, 401K distributions, tips, etc. Your gross income cannot exceed the maximum annual income for your household size. Notarized gift letters will be accepted for income purposes. Minimum Income Guidelines do not apply to those applicants with an approved rental assistance subsidy.

Recertification of income will be required annually.

**II. Rents** - Each apartment will be rented for an affordable price. The cooperative efforts of the County of Suffolk, Village of Patchogue and the developer have enabled the apartments to be rented for:

<b>August 1, 2018 – July 31, 2019 are set as following:</b>			
<b><u>80% Median Household Income</u></b>		<b><u>85% Median Household Income</u></b>	
<u>Apartment size</u>	<u>Monthly Rent</u>	<u>Apartment size</u>	<u>Monthly Rent</u>
35 Efficiency units	\$1,550.00 ***	17 One Bedroom	\$1,984.00***
13 One Bedroom	\$1,867.00***	2 Two Bedroom	\$2,480.00 ***

\*\*\*PLEASE NOTE THAT RENTS CHANGE ANNUALLY AND ARE CALCULATED AFTER A UTILITY ADJUSTMENT. THE TENANTS ARE RESPONSIBLE TO PAY ALL UTILITIES.



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**If you are approved for an apartment and you decide to sign a 12 month lease, please note the following fees will be required at lease signing:\***

1. One Time security deposit in the amount of \$750.
2. \$125 application fee for every household member “18” and over.
3. \$700 annual amenity fee
4. \$50 per month garage parking fee (optional).
5. \$25 per month trash fee.
6. \$700 Non-refundable pet fee for (1) pet, \$800 non-refundable pet fee for (2) pets – 2 pet maximum/\$50 per month for each pet - breed restrictions.

\*Fees are subject to change by landlord without notice.

**III. Credit and Background Check** – All applicants and household members 18 or older will be subject to a credit and background check and must be approved in order to be eligible for the Program.

**IV. Residential Property** – an applicant cannot have an ownership interest in residential property at the time of application, which shall include, but is not limited to, a single family home, a condominium and a cooperative unit.

**V. Applicant Intake:**

All Waitlist Intake Forms are being accepted on a First Come First Served Basis. Only one Waitlist Intake Form per household is allowed. Applicants who submit more than one Waitlist Intake Form will be disqualified. Once the Waitlist Intake Form is received by LIHP, you will be placed on a waitlist for an affordable apartment at Tritec New Village. When your rank number is reached, an Application for Residency (Application for Residency is required for each household member over the age of 18) will be sent to you so you can be run through a credit/background check. If approved, you will then be required to submit a Formal Program Application with all required financial documentation.

**DO NOT FAX OR EMAIL INTAKE FORM**

**To apply online:** Waitlist Intake Form can be completed and submitted to LIHP online at <http://www.lihp.org/rentals.html>. The non-refundable application fee of \$50.00 can be paid through the secure online payment processor transaction. Upon completing the online application, you will be directed to the payment section. Follow the payment instructions to make payment by debit or credit card. Upon payment, you will be sent an email confirming payment and an application receipt.

**To apply by mail or in person:** You may also mail the Intake Form with the non-refundable \$50.00 application fee to us or deliver the Intake Form with \$50 application fee in person to:

Long Island Housing Partnership  
180 Oser Avenue, Suite 800  
Hauppauge, NY 11788  
Attention: Tritec New Village

Please make check payable to: Long Island Housing Partnership  
(Do not send cash)



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Fair Housing Laws will be followed. The LIHP staff is available to assist with the application, and answer questions about eligibility requirements. If you have any questions regarding the guidelines or need language assistance including translation and/or oral interpretation services, please call the Long Island Housing Partnership, Inc. at (631) 435-4710 before applying.

**Disclaimer:** It is understood that this is not an offer and that the terms and conditions may be changed at any time by the Long Island Housing Partnership, Inc., and Affiliates. It is further understood that notices by the Long Island Housing Partnership, Inc., and Affiliates may be made in such manner as Long Island Housing Partnership, Inc., and Affiliates may determine, including solely by advertisement. **Please note that Tritec New Village is a smoke free development.**

**APPLICATIONS WILL BE ACCEPTED ON A FIRST COME, FIRST SERVED BASIS**