



The Housing Navigator asks—Did you know about filling out Applications?

Affordable Housing applications differ widely, but the following are sample questions that may (or may not) appear on any of them. Take a look so you have an idea what might be asked, and be prepared to answer these questions for **YOURSELF** and **EVERY MEMBER OF THE HOUSEHOLD** who will be living in the rental unit. Gather all supporting paperwork related to these questions so you have them on hand to quickly refer to them as you complete applications and answer truthfully and to the best of your ability:

Name, address, phone, date of birth, social security number. Other questions could include citizenship status, gender, language, ethnic/racial information for statistical purposes.

Email for “head of household”—if you don’t have an email, it may be a good idea to set one up for yourself, or use the email of a trusted friend or relative, especially if future communications with this property is through email.

Gross Income—Dollar amount, source of the income and how often you receive it. Examples: Social security, Wages, Pensions, Public Assistance, Child Support, Alimony, rental and any other income.

Tax returns for past years, pension statements, social security award letters, child support order, etc. may be helpful documents to keep on file.

Wages (if you or household member work) ---total wages and hours of work (per week/month), how often (weeks per year), what position do you hold, how many years at the job, employer’s name and address. Paystubs for a certain amount of time may be requested as proof.

Bank Assets—Type of bank account (savings/checking/other), account number, name and address of bank and name of bank contact. List total dollars in each account at time of application.

Other assets—Stocks, bonds, savings bonds, IRA/other retirement account. Other sources of income (home, Trust, CD, Life Insurance), the identifying account numbers, the dollar value in each account, the contact person for each account and the address of the account.

Some applications give selection preferences to households that meet certain conditions. Make sure you answer these questions (samples below) truthfully, as they may allow you to qualify for, or move up on, a waiting list:

Is applicant, spouse or co-applicant a US veteran? Is applicant a senior citizen? Is applicant homeless, precariously housed (living in car, living in homeless shelter, couch-surfing, or in unsafe or unhealthy conditions), or in danger of becoming homeless. Is applicant, spouse or co-applicant disabled? Does applicant require supportive services, or require wheelchair, crutches, cane, walker, live-in aide? Some applications give preference to residents of Bergen County, or other counties depending on the property.

The following questions MAY appear on an application, so be prepared:

Will there be a **change in the number of persons** in your household for any reason in the future?

Does **anyone outside your household** pay for and/or **assist you with any bills or expenses**, and if yes, explain.

Names, addresses and phone of people who are **references or emergency contacts** for you.

Do you have **pets**, with description of pet.

Information about your **current home: own or rent**; how long you lived there.

If you are a current renter: **contact information for your current and former landlords**, how long you lived at each home/address in the last three or four years.

Have you or a household member **ever lived in subsidized housing**—give name, address, phone, name on lease, and the time you lived at each particular Public Housing, or information about possessing a Housing Choice (Section 8) Voucher, if the question appears.

Have you ever been **evicted** and why.

Is any household member subject to a **sex offender registration** program—give details such as which member and in what state.

Have you or any household member been arrested and/or convicted of a **criminal activity, or drug-related activity**. List the crime, when and where it was committed.

Other types of questions could appear on an application, but these are a general listing of some of the more common.