

APPLICATION PROCESS FOR OROIQUIS AND/OR HERON COURT APARTMENTS

WHAT YOU NEED TO KNOW

Thank you for considering Oroiquis/Heron Court Permanent Supportive Housing Apartments as your new home! We are providing a one-page description of each site. If you want to be placed on our waiting list for Oroiquis Apartments or Heron Court Apartments you must complete the attached application forms for one or both properties, and return by mail or in person to:

Genesis Non-Profit Housing Corporation
528 Bridge St. NW, Suite 6
Grand Rapids, MI 49504

Oroiquis and Heron Court Apartments offer permanent supportive housing to all individuals that qualify. In order to have your application considered, **all** of the following qualifications must be met:

- Applicant must have a verifiable disability,
- Applicant's income must be less than HUD's established income guidelines for several different levels of income. The following is an example of Area Median Income (AMI) for a one person family size for four levels:

30% AMI (\$13,020)	50% AMI (\$21,700)
40% AMI (\$17,360)	60% AMI (\$26,040)

Preferences are given to applicants who have been or are currently homeless, or are at risk of homelessness.

IN ORDER FOR US TO PROCESS YOUR APPLICATION, PLEASE FOLLOW THE INSTRUCTIONS BELOW:

1. Please fill out the front and back of all enclosed forms:
 - a. Application for Genesis housing
 - b. The questionnaire regarding Request for Reasonable Accommodations
 - c. The Grand Rapids Housing Commission Housing Application (complete this only if applying for Oroiquis or Heron Court)
 - d. Be sure to sign and return via mail or delivery to
528 Bridge St. NW, Suite 6, Grand Rapids, MI 49504
2. You will need to have the following information available when we call to process your application:
 - a. A photocopy or valid picture identification and Social Security card
 - b. Recent proof of all income you receive (Social Security or SSI letters, last four paycheck stubs, FIA, etc.)
 - c. Proof of any assets (bank statements, property, stocks, etc.)
 - d. Verification of Disability
3. Genesis will obtain the following at the time your application is processed:
 - a. A credit report
 - b. Previous landlord references
 - c. A Grand Rapids and Michigan State criminal record check
 - d. Verification of income and assets

If you have any questions, please call the Property Manager at the specific apartment site listing on the left of this notice.
