



**PROGRAM INFORMATION SHEET**

**Maplewood Manor**

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Welcome to Maplewood Manor Apartments! Our affordable units are limited to households having incomes under the income limits listed below. In addition to standard wages, income includes monies received from many sources such as alimony, child support, pensions, and social security. All applicant provided income information must be verified before occupancy, and annually recertified. Qualifications are subject to change.

This community has been designated for the following resident population:

Family (Non-Elderly, Elderly, or Disabled)       Elderly (62 & older or Disabled)       Elderly (55 & older)

**MAXIMUM INCOME QUALIFICATIONS**

Effective 04/1/24 - per Person	1	2	3	4	5	6
Section 8 Extremely Low Income – 30%	\$ 15,400	\$ 20,440	\$ 25,820	\$ 31,200	\$ 36,580	\$ 41,960
Section 8 Very Low Income – 50%	\$ 25,700	\$ 29,350	\$ 33,000	\$ 36,650	\$ 39,600	\$ 42,550
LIHTC Low Income – 60%	\$ 33,060	\$ 37,800	\$ 42,540	\$ 47,220	\$ 51,000	\$ 54,780

**SECTION 8 SUBSIDIZED RENTS**

Effective 6/1/2023

# of Units	Unit Size	Unit Type / Program	Maximum Rent	Minimum Income
8	1 BR	1 BR FL S8-HAP TC 60 SBD	\$ 597	*Not Applicable
40	2 BR	2 BR FL S8-HAP TC 60 SBD	\$ 737	*Not Applicable
12	3 BR	3 BR FL S8-HAP TC 60 SBD	\$ 815	*Not Applicable

**RECOMMENDED OCCUPANCY LIMITS**

Occupancy is restricted to those persons listed on the lease application only. No one else may occupy the apartment without prior management approval. Recommended occupancy limits are as follows:

1 Bedroom	2 Bedroom	3 Bedroom
1-2 People	2-4 People	3-6 People

There are no fees for a rental application. Security Deposit will be collected at time of move in based on the following:

- Total Tenant Payment as calculated on the HUD 50059 for Section 8 Rent Subsidized units.
- The greater of Total Tenant Payment per the HUD 50059 or \$50 for Section 8 Rent Subsidized units.
- An amount up to, but no greater than the Total Tenant Payment as calculated on the HUD 50059.
- One Month's Rent for units without rent subsidy.
- Other - \_\_\_\_\_

The Income limits, Rent limits and qualification requirements are regulated by the following program types:

- Project-Based Section 8 (S8-HAP)
- Project-Based Section 8 Vouchers (PBV)
- Section 811 (811 PRA-HAP)
- Section 202 PRAC (202 PRAC-HAP)
- Section 236 or HUD Use Agreement (Sec 236/HUA)
- Low Income Housing Tax Credit (TC)
- New Market Tax Credit (NMTC)
- Low HOME (LH)
- High HOME (HH)
- Tax-Exempt Bonds (SBD, CBD)
- Housing Trust Funds (HTF)
- Capital Magnet Fund (CMF)
- Community Based Housing (CBH)
- FHLB Affordable Housing (AHP)
- Neighborhood Stabilization (NSP)
- Florida SAIL (SAIL)
- Workforce Housing (WF)
- Other \_\_\_\_\_

**To expedite the processing of your application, please provide the following documents:**

- Completed application with signatures from all applicants over 18 years old.  
Copies of 4-6 most recent consecutive paycheck stubs, current social security award letter, pension statements, child support documentation, the last two years of income tax statements (for self-employment), or any other acceptable forms. If taking a position with a new employer, a letter indicating salary and start date is required from the employer.
- Copies of the most recent bank statements for checking and savings accounts. For prepaid debit card, Cash App, PayPal, and Venmo, a current balance inquiry is required.
- Photo ID for all adults 18 years of age and older.
- Social Security Cards for **ALL** household members.
- Birth Certificates for **ALL** household members.

**RENTAL HISTORY:**

The last 3 years of current rental references are checked. Verifications will be processed to determine where the applicant resides/ed and the length of time in the residence. Rental verifications showing past evictions, judgments for possession and rent, property damage, failure to pay rent or unlawful detainers will cause the subject's application to be denied.

**CREDIT REQUIREMENTS:**

Applicants must meet the credit qualifications listed below:

- An applicant may be denied if there is an outstanding debt to a previous landlord; unless such rental and employment history is directly related to the situation of domestic violence, sexual violence, dating violence, or stalking or would jeopardize the safety of the applicant or the applicant's children.
- Applicants who owe funds or judgment debts to any utility company or cannot obtain utility connections will be rejected.
- Applicants who owe their present or previous landlord a balance from a present or prior occupancy will not be considered for admission until the account is paid in full.
- Applicants must be at least 18 years of age to enter into a lease agreement.
- No cosigners permitted.

**BACKGROUND/CRIMINAL CHECK:**

Upon pre-approval, a letter will be mailed to you notifying you that a background check will be conducted on all applicants. Applicants may be denied if they are subject to conviction or convicted of any crime involving firearms, possession, sale, manufacturing, or distribution of controlled substances (drugs), prostitution, theft, fraud, physical violence to other persons, damage to property, endangerment to the health and safety of other persons, domestic violence, disorderly conduct/disturbing the peace, assault, battery, offenses against any government agents (such as police, FBI, etc.) or any sex-related crimes. Applicants classified as sex offenders will be denied automatically. See the Tenant Selection Plan Exhibit 23, "Criminal Screening Guidelines" for specific information.

*POAH Communities, LLC, Agent for Owner, does not discriminate on the basis of handicapped status in the admission or access to, or treatment or employment in, its federally assisted programs and activities.*



*Equal Housing Opportunity/Equal Opportunity Employer.*

