

## **Morton Station Apartments**

**c/o Maloney Properties Inc, 27 Mica Lane, 3rd Floor, Wellesley, MA 02481**

**Phone: (617) 209-5449 | US Relay: 711 | Fax: (781) 237-5078**

**Email: MortonStation@maloneyproperties.com**

Dear Applicant Household:

Thank you for your interest in Morton Station Apartments. Attached please find the **POST LOTTERY** application package. It is extremely important that you fully understand the application as well as all documents enclosed; therefore, if you should need assistance understanding and/or filling anything out, please contact us and we will be happy to assist you.

The attached flyer provides detailed information regarding unit availability, rents and income limits.

**The Application Deadline to be entered into the lottery closed October 9, 2023 at 11:59 PM. If you wish to be added to the POST LOTTERY wait list, you must: 1) complete your application in full including all attachments; 2) anyone 18 years or older must sign your application and applicable attachments; and 3) email or mail your completed, signed application package to the applicable address detailed in the Application Submission Instructions section detailed below.**

<b>Application Submission Methods:</b>	<b>MAIL:</b>	<b>Morton Station Apartments c/o Maloney Properties, Inc. 27 Mica Lane, 3rd Flr, Wellesley, MA 02481</b>
	<b><u>EMAIL:</u></b>	<b>mortonstation@maloneyproperties.com</b>
	<b><u>FAX:</u></b>	<b>781-237-5078</b>
	<b><u>IN-PERSON DROPBOX:</u></b>	<b>Maloney Properties, Inc. 27 Mica Lane, Wellesley, MA 02481 (GROUND FLOOR)</b>

**Listed below you will find a brief description of the forms that are attached to this application. Please be aware that if the application is incomplete at submission, it will be rejected, returned to you, and will not be evaluated until all required information has been re-submitted.**

The following are included with this package for you to complete and return with your application if specified:

**Notice of Non-Discrimination and the Right to Reasonable Accommodation for Persons with Disabilities, and the Right to Free Language Assistance for People with Limited English Proficiency & “I Speak” Language Identification Form:**

Maloney Properties, Inc. is committed to complying with all applicable Fair Housing laws; making reasonable accommodations which are changes in rules, policies, procedures, and physical modifications to enable applicants/residents with disabilities to have an equal opportunity to apply to and enjoy their housing; and providing free language assistance to applicants/residents who have limited English proficiency. **Please review this important notice and follow the applicable procedures if you’d like to request a reasonable accommodation and/or free language assistance.**

**1(A) Application Addendum - Demographics Data Collection and Consent Form:** Similar to the Notice of Non-Discrimination and the Right to Reasonable Accommodation for Persons with Disabilities, state agencies that fund and/or monitor state and federal affordable housing programs must gather information from Owners/Agents to determine the populations who are and are not being served by these programs. This form asks the necessary questions and includes the necessary consent to gather and share this information with state agencies so they can in turn report on the information, as applicable. **Please read this form carefully, complete it in accordance with the instructions on the form and have all adult members of the household sign/date it and return with your completed application.**

**DHCD Resident Notice and Consent Form:** Similar to the above, this form is required to be completed for state and federal affordable housing programs (other than HUD programs). This form asks the necessary questions and is required to be completed for any household applying to/participating in the applicable programs. **Please read, complete and sign/date this form and return with your completed application.**

Within 30 days of receiving a complete application submission, Management will send written notification informing you as to the status of your application, i.e., the approximate wait for an apartment as well as your placement on the waiting list, if applicable. When you reach the top of the waiting list, we will contact you for an interview. At that time, the head, spouse, co-head, and all adult members of the family will be asked to sign the required individual verification forms authorizing management to verify family income, assets, student status and other eligibility factors throughout the application process.

We look forward to hearing from you and receiving your application! Please feel free to contact Maloney Properties Morton Station Apartments Leasing Team at (617) 209-5449 | Relay 711 if you have any questions or if we can be of any assistance in explaining or filling out your application.

Sincerely,

**Leasing Team**



Maloney Properties Inc. does not discriminate on the basis of any protected status, including disability, in the admission of or access to, or treatment or employment in its programs and activities. Maloney Properties, Inc. provides persons with disabilities the opportunity to request a Reasonable Accommodation in order to apply to and participate in such programs and activities. Maloney Properties, Inc. also provides people whose primary language isn’t English and as a result have limited English proficiency the opportunity to request free language assistance in order to apply to or participate in its programs and activities. Kathy Broderick coordinates Maloney Properties’ compliance with all nondiscrimination requirements, including Section 504. Contact her with any questions or concerns relating to Maloney Properties’ compliance with nondiscrimination requirements: Telephone (781) 943-0200 x255, Relay #711 or at Maloney Properties, Inc. 27 Mica Lane, Wellesley, MA 02481.



**MOH Income Restricted Rental Opportunity**  
**Morton Station Village, 872 Morton Street, Mattapan, MA 02126**

**28 income-restricted units**

# of Units	# of bedrooms	Estimated Square Feet	Rent	Maximum Income Limit	# built out for mobility impairments	# built out for Deaf/hard of hearing
2*	1	619-680	30% HH Income	30%	1	-
4*	2	896	30% HH Income	30%	-	-
1*	3	1,115	30% HH Income	30%	-	-
1	1	606	\$1391	50%	-	-
2**	2	896	\$1670	50%	1	-
1	3	1,137	\$1929	50%	-	-
4	1	598-637	\$1670	60%	-	1
8**	2	879	\$2004	60%	2	1
1	3	1,137	\$2315	60%	-	-
1	1	644	\$1948	80%	-	-
1	1	680	\$1948	100%	-	-
1	2	897	\$2338	100%	-	-
1**	3	1,136	\$2701	100%	-	-

**\*Three (3)** Homeless Set-aside units will be filled through direct referral from HomeStart. For more information, please contact us at the email address or phone number below. For direct referrals, please visit <https://www.home-start.org/boston/hs>.

**\*\*Six (6)** units have an Artist preference. One (1) at 50% AMI; four (4) at 60% AMI; one (1) at 10.0% AMI. For more information, please visit <https://www.boston.gov/departments/arts-and-culture/artist-housing-certification>.

<b>Minimum Incomes</b> (set by owner + based on # of bedrooms + Area Median Income (AMI))						<b>Maximum Incomes</b> (set by HUD/MOH + based on household size + Area Median Income (AMI))					
# of bedrooms	30% AMI	50% AMI	60% AMI	80% AMI	100% AMI	Household size	30% AMI	50% AMI	60% AMI	80% AMI	100% AMI
1	\$0	\$41,730	\$50,100	\$58,440	\$84,440	1	\$31,170	\$51,950	\$62,340	\$82,950	\$103,900
						2	\$35,640	\$59,400	\$71,280	\$94,800	\$118,800
2	\$0	\$50,100	\$60,120	N/A	\$70,140	3	\$40,080	\$66,800	\$80,150	\$106,650	\$133,600
						4	\$44,520	\$74,200	\$89,040	\$118,450	\$148,400
3	\$0	\$57,870	\$69,450	N/A	\$81,030	5	\$48,090	\$80,150	\$96,180	\$127,950	\$160,300
						6	\$51,660	\$86,100	\$103,300	\$137,450	\$172,200

**\*\*\*Minimum incomes do not apply to households with housing assistance (Section 8, MRVP, VASH) or for the units in this development that include a project-based voucher.**



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**Email:** MortonStation@MaloneyProperties.com

**PRE-APPLICATION FOR HOUSING - please print clearly**

NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY/STATE/ZIP: \_\_\_\_\_  
 PHONE: \_\_\_\_\_ ALT PHONE: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

UNIT SIZE REQUESTED: -

**NOTE: Important notices about your application will be sent to the email address provided unless you opt for notices to be sent through the US Postal Service, which will delay receipt of important information.**

I have read the 'NOTE' to the right and would like to opt out of email notices.  
 By checking here, I am requesting notices to be mailed through USPS:

**HOUSEHOLD COMPOSITION & STUDENT STATUS ELIGIBILITY**

List ALL persons who will live in the apartment. List the head of household first.

First Name, Last Name	Relationship to head of household	Date of Birth	Student Status (F1) (Must Circle as Applicable to EACH Member)
	Head of Household		

Are ALL household members full time students?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b><i>If yes, answer the following questions "a" through "e".</i></b>		
a. Is any full-time student(s) a TANF or a title IV recipient?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b. Is any student(s) enrolled in a job-training program receiving assistance under the Job Training Partnership Act or other similar federal, state or local law?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
c. Are all full-time student(s) married (not necessarily to one another) and filing a joint tax return?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
d. Are all of the full-time student(s) a single parent living with his/her minor child/children and not a Dependent on another individual's tax return and the child/children aren't a dependent of another person other than a parent of the child/children?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
e. Has any full-time student previously been under the care and placement of a foster care program (under Part B or E of Title IV of the Social Security Act)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No





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**PRE-APPLICATION FOR HOUSING - please print clearly**

**INCOME**

List ALL sources of **gross income anticipated to be received by any/all household members in the next 12 months**, including but not limited to: Employment, self-employment (net business income), unemployment, Social Security, SSI, SSP, Public Assistance, Pension payments child support, alimony, regular gift/contributions etc.

Household Member Name	Source of Income	Gross Annual Amount
		\$
		\$
		\$
		\$
		\$
		\$

**DO YOU ANTICIPATE ANY INCOME CHANGES IN THE NEXT 12 MONTHS?**

Yes  No

If yes, please explain: \_\_\_\_\_

**Assets**

List ALL household members' assets, including but not limited to: Checking accounts, savings accounts, trust accounts, certificates of deposit (CDs), credit unions, savings bonds, life insurance policies, 401K, SSA Direct Express Debit Cards, etc.

Household Member Name	Type of Asset / Bank Name / Last 4 Digits of Acct #	Current Balance (Checking Accts – 6 mo Average Balance)

**HAS ANY HOUSEHOLD MEMBER SOLD/DISPOSED OF ANY ASSETS IN THE LAST 2 YEARS?**

Yes  No

If yes, please explain: \_\_\_\_\_

The following four questions are asked for the sole purpose of providing an equal opportunity to enjoy your housing. Answering them is voluntary, but if you don't let us know what you need to have an equal opportunity to enjoy your housing, we can't satisfy your needs.



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- 1. Do you need a fully accessible unit for someone with a mobility impairment?
2. Do you need only certain accessible features of a unit?
3. Do you need a unit with special features for someone with a hearing and/or visual impairment?
4. Does any member of the household have any accessibility or reasonable accommodation requests or alternate ways we need to communicate with you?

ADDITIONAL INFORMATION

1. How were you referred to this property?
Notice for the following question: We do not discriminate based on voucher certificate holder status. The following question is asked for the sole purpose to determine an applicant household's ability to pay rent for a unit that does not have Project Based Subsidy.
2. Do you currently have a mobile Voucher/Certificate? If yes, from where?
3. Are you an owner, developer or sponsor of this project (or officer, employee, agent or consultant of the owner, developer or sponsor)?
4. I understand this is a non-smoking building.

CURRENT LANDLORD INFORMATION:

RENTAL ADDRESS:
LANDLORD NAME:
LANDLORD PHONE:
LENGTH OF RESIDENCY: RENT: /MONTHLY

PREVIOUS LANDLORD INFORMATION:

RENTAL ADDRESS:
LANDLORD NAME:
LANDLORD PHONE:
LENGTH OF RESIDENCY: RENT: /MONTHLY



POST LOTTERY



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CERTIFICATION

I/We hereby certify that I/We do/will not maintain a separate subsidized rental unit in another location. I/We further certify that this will be my/our permanent residence. I/We understand I/We must pay a security deposit for this apartment prior to occupancy. I/We understand that my eligibility for housing will be based on applicable income limits and by management's selection criteria. I/We certify that all information in this application is accurate and complete to the best of my/our knowledge and I/We understand that intentional false statements or information are punishable by law and will lead to cancellation of this application or termination of tenancy after occupancy. I/We hereby authorize the release of information regarding a criminal background and credit check, and landlord authorization. All adult household members, 18 or older, must sign the application. Further, any head, co-head or spouse, who is an emancipated minor, must also sign below.

SIGNATURE(S):

(Signature of Tenant)

Date

(Signature of Co-Tenant)

Date

(Signature of Co-Tenant)

Date

(Signature of Co-Tenant)

Date

Attachments: Application Cover Letter, as applicable, based on program(s) at property
Application Attachments below, as applicable, based on program(s) at property

Attachment A: Local Preference Form

Attachment B: 1(A) Application Addendum - Demographics Data Collection Consent

Attachment C: Notice of Nondiscrimination, Right to a Reasonable Accommodation and Free Language Assistance for People with LEP

Attachment D: DHCD Resident Notice and Consent Form

Maloney Properties Inc. does not discriminate on the basis of any protected status, including disability, in the admission of or access to, or treatment or employment in its programs and activities. Maloney Properties, Inc. provides persons with disabilities the opportunity to request a Reasonable Accommodation in order to apply to and participate in such programs and activities. Maloney Properties, Inc. also provides people whose primary language isn't English and as a result have limited English proficiency the opportunity to request free language assistance in order to apply to or participate in its programs and activities. Kathy Broderick coordinates Maloney Properties' compliance with all nondiscrimination requirements, including Section 504. Contact her with any questions or concerns relating to Maloney Properties' compliance with nondiscrimination requirements: Telephone (781) 943-0200 x255, Relay #711 or at Maloney Properties, Inc. 27 Mica Lane, Wellesley, MA 02481.





Attachment B

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1(A) Application Addendum Demographics Data Collection & Consent Form
Use an additional form for households with 6 or more members

Purpose: The information requested below is being gathered by State Agencies to determine the populations who are and are not being served by state and federal housing assistance programs in the state. State agencies will evaluate and report on this data to state legislature (and other interested parties in a manner consistent with all applicable privacy laws) to ensure that housing choice, equitable housing opportunities, and inclusive patterns of housing are available across the state in an effort to affirmatively further fair housing.

Instructions: This form must be completed and signed/dated by the head of household, all adult members of the household and the Owner/Agent. The designation of a specific race (including choosing a sub-category for Asian or Native Hawaiian/Pacific Islander), ethnicity and whether a household member has a disability that meets the Fair Housing Act definition for handicap/disability (definition detailed below) are completely voluntary; however, if any household member chooses not to disclose race, ethnicity and/or disability status for any member, the applicable "I do not wish to disclose" box under the Race, Ethnicity and Disability Status sections for each member must be checked.

Fair Housing Act Definition for Handicap/Disability

The member has a physical or mental impairment which substantially limits one or more major life activities; a record of such an impairment, or being regarded as having such an impairment. For a definition of "physical or mental impairment" and other terms used in this definition, please see 24 CFR 100.201, available at

http://www.fairhousing.com/index.cfm?method=page.display&pagename=regs\_fhu\_100-201.

"Handicap" does not include current, illegal use of or addiction to a controlled substance.

An individual shall not be considered to have a handicap solely because that individual is a transvestite."

1. Full Name of Head of Household: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Race of Head of Household

- 1 - White
2 - Black/African American
3 - American Indian/Alaska Native
4 - Asian (please choose a sub-category)
4a - Asian India
4b - Chinese
4c - Filipino
4d - Japanese
4e - Korean
4f - Vietnamese
4g - Other Asian
5 - Native Hawaiian/Other Pacific Islander (please choose a sub-category)
5a - Native Hawaiian
5b - Guamanian or Chamorro
5c - Samoan
5d - Other Pacific Islander
6 - Other
7 - I do not wish to disclose

Ethnicity of Head of Household

- 1 - Hispanic or Latino
2 - Not Hispanic or Latino
3 - I do not wish to disclose

Disability Status of this Member that Meets the Fair Housing Act Definition Above:

- 1 - Member has a disability
2 - Member does not have a disability
3 - I do not wish to disclose the disability status.



**POST LOTTERY**

2. Full Name of Spouse/Co-head: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**Race of Head of Household**

- 1 - White
- 2 - Black/African American
- 3 - American Indian/Alaska Native
- 4 - Asian (please choose a sub-category)
  - 4a - Asian India
  - 4b - Chinese
  - 4c - Filipino
  - 4d - Japanese
  - 4e - Korean
  - 4f - Vietnamese
  - 4g - Other Asian
- 5 - Native Hawaiian/Other Pacific Islander (please choose a sub-category)
  - 5a - Native Hawaiian
  - 5b - Guamanian or Chamorro
  - 5c - Samoan
  - 5d - Other Pacific Islander
- 6 - Other
- 7 - I do not wish to disclose

**Ethnicity of Head of Household**

- 1 - Hispanic or Latino
- 2 - Not Hispanic or Latino
- 3 - I do not wish to disclose

**Disability Status of this Member that Meets the Fair Housing Act Definition Above:**

- 1 - Member has a disability
  - 2 - Member does not have a disability
  - 3 - I do not wish to disclose the disability status.
- 

3. Full Name of HH Member #3: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**Race of Head of Household**

- 1 - White
- 2 - Black/African American
- 3 - American Indian/Alaska Native
- 4 - Asian (please choose a sub-category)
  - 4a - Asian India
  - 4b - Chinese
  - 4c - Filipino
  - 4d - Japanese
  - 4e - Korean
  - 4f - Vietnamese
  - 4g - Other Asian
- 5 - Native Hawaiian/Other Pacific Islander (please choose a sub-category)
  - 5a - Native Hawaiian
  - 5b - Guamanian or Chamorro
  - 5c - Samoan
  - 5d - Other Pacific Islander
- 6 - Other
- 7 - I do not wish to disclose

**Ethnicity of Head of Household**

- 1 - Hispanic or Latino
- 2 - Not Hispanic or Latino
- 3 - I do not wish to disclose

**Disability Status of this Member that Meets the Fair Housing Act Definition Above:**

- 1 - Member has a disability
- 2 - Member does not have a disability
- 3 - I do not wish to disclose the disability status.

**POST LOTTERY**

**4. Full Name of HH Member #4:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Race of Head of Household**

- 1 - White
- 2 - Black/African American
- 3 - American Indian/Alaska Native
- 4 - Asian (please choose a sub-category)
  - 4a - Asian India
  - 4b - Chinese
  - 4c - Filipino
  - 4d - Japanese
  - 4e - Korean
  - 4f - Vietnamese
  - 4g - Other Asian
- 5 - Native Hawaiian/Other Pacific Islander (please choose a sub-category)
  - 5a - Native Hawaiian
  - 5b - Guamanian or Chamorro
  - 5c - Samoan
  - 5d - Other Pacific Islander
- 6 - Other
- 7 - I do not wish to disclose

**Ethnicity of Head of Household**

- 1 - Hispanic or Latino
- 2 - Not Hispanic or Latino
- 3 - I do not wish to disclose

**Disability Status of this Member that Meets the Fair Housing Act Definition Above:**

- 1 - Member has a disability
  - 2 - Member does not have a disability
  - 3 - I do not wish to disclose the disability status.
- 

**5. Full Name of HH Member #5:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Race of Head of Household**

- 1 - White
- 2 - Black/African American
- 3 - American Indian/Alaska Native
- 4 - Asian (please choose a sub-category)
  - 4a - Asian India
  - 4b - Chinese
  - 4c - Filipino
  - 4d - Japanese
  - 4e - Korean
  - 4f - Vietnamese
  - 4g - Other Asian
- 5 - Native Hawaiian/Other Pacific Islander (please choose a sub-category)
  - 5a - Native Hawaiian
  - 5b - Guamanian or Chamorro
  - 5c - Samoan
  - 5d - Other Pacific Islander
- 6 - Other
- 7 - I do not wish to disclose

**Ethnicity of Head of Household**

- 1 - Hispanic or Latino
- 2 - Not Hispanic or Latino
- 3 - I do not wish to disclose

**Disability Status of this Member that Meets the Fair Housing Act Definition Above:**

- 1 - Member has a disability
- 2 - Member does not have a disability
- 3 - I do not wish to disclose the disability status.

**Certification and Consent by Applicant(s)/Resident(s):**

**I/We, the adult members of the household, do hereby give consent to the Owner/Manager to share with state agencies and offices of the state and federal governments, and their designated subcontractors and agents, the information I/we have supplied above, as well as demographic and other information about my household (income, age of members, family composition, use of Section 8 assistance, and monthly rental payments) in accordance with the Housing and Economic Recovery Act (HERA) of 2008 and in a manner that is compliant with federal and state privacy laws and regulations. I/We, the adult member(s) of this household, understand there is no penalty if I/we chose to not disclose the race, ethnicity and/or disability status of household member(s).**

\_\_\_\_\_  
Head of Household Signature

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Co-Head, Spouse or Other Adult Member

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Other Adult Household Member

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Other Adult Household Member

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Management

\_\_\_\_\_  
Date Signed



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**NOTICE OF NON-DISCRIMINATION, THE RIGHT TO REASONABLE ACCOMMODATION FOR PERSONS WITH DISABILITIES, AND THE RIGHT TO FREE LANGUAGE ASSISTANCE FOR PEOPLE WITH LIMITED ENGLISH PROFICIENCY****Non-Discrimination**

Maloney Properties, Inc. does not discriminate on the basis of any status protected by federal, state, or local law, in the admission or access to, or treatment or employment in, its programs, services and activities including, but not limited to, the following: race, color, religion, sex, national origin, familial status, disability, sexual orientation, gender identity or expression, marital status, age, ancestry, genetic information, membership in the armed services or status as a veteran, receipt of public assistance, because someone is, has been or is threatened with being the victim of domestic violence, dating violence, sexual assault or stalking, or has obtained, or sought, or is seeking relief from any court in the form of a restraining order for protection from domestic abuse.

Maloney Properties, Inc. has designated Kathy Broderick to coordinate compliance with applicable federal and state nondiscrimination requirements and to address grievances applicants and residents may have. The following is her contact information:

Maloney Properties, Inc.  
27 Mica Lane  
Wellesley, MA 02481  
Telephone: (781) 943-0200, extension 255; Relay: 711

Also, if you believe you have been discriminated against, you may file a formal complaint with the Department of Housing and Urban Development (HUD) and local Fair Housing Agency. The contact information for HUD's Fair Housing Office and the Fair Housing Agencies in the states where our sites are located is attached to this notice.

**Reasonable Accommodation for People with Disabilities**

If you or any member of your household have a disability and as a result need any of the following in order to have an equal opportunity to apply to or live in our development, or participate in services and programs we offer, please let us know:

- A change in a rule, policy, procedure or service;
- A physical change or modification in your apartment, such as grab bars or lowering the cabinets;
- A specific type of unit such as one that is accessible to individuals with mobility impairments, visual impairments or hearing impairments;
- A physical change or modification in some other part of the housing site; and
- A preferred way for us to communicate with you or give you information, such as Braille, large print or using a hearing interpreter.

These kinds of changes are called reasonable accommodations. We will provide a requested reasonable accommodation if:

- your disability is obvious, or you can document that you have a disability;
- the nexus or connection between your disability and the need for the accommodation is obvious or you can document it; and
- your request does not pose an undue financial and administrative burden or fundamental change in the program, which means in simple language if it is not too expensive and too difficult to arrange or do, or does not require us to do something that the housing program is not designed to do or would prevent us from doing what we are required to do.

We will give you an answer as to whether we can provide the accommodation within ten (10) business days unless there is a problem getting the information we need, or unless you agree to a longer time. We will let you know if we need more information or documentation from you or if we would like to talk to you about other ways to meet your needs.

If we turn down your request, we will explain the reasons. If you want, you may then give us information that addresses the reason why we turned down your request.

A REASONABLE ACCOMMODATION REQUEST FORM is available at the management office listed below. Let us know if you need help filling out the form or if you want to give us your request in some other way. Reasonable Accommodations may be requested orally or in writing. Please do not hesitate to contact the management office.

NOTE: All information you provide will be kept confidential and be used only to enable you to have an equal opportunity to apply to or enjoy your housing, including services and the common areas.

### **Free Language Assistance for People with Limited English Proficiency**

If your primary language is not English and as a result you have difficulty reading, writing or understanding English, we will provide you free language assistance so you can apply to our housing program or communicate with us regarding a housing related matter. If your primary language is not English and as a result you have Limited English proficiency, please put a checkmark next to your primary language on the attached "I SPEAK" form and return the form to the management office as listed below. We will do our best to try to accommodate your request in a timely manner. Please contact the management office if you have any suggestions regarding how we can best meet your language needs or if you have any questions about our free language assistance.

### **Property Contact Information:**

Name of Property: Morton Station Apartments  
Office Address: c/o Maloney Properties, Inc., 27 Mica Lane, 3rd Floor, Wellesley, MA 02481  
Telephone: (617) 209-5449 | Relay 711  
Email: MortonStation@maloneyproperties.com

Maloney Properties Inc. does not discriminate on the basis of any protected status, including disability, in the admission of or access to, or treatment or employment in its programs and activities. Maloney Properties, Inc. provides persons with disabilities the opportunity to request a Reasonable Accommodation in order to apply to and participate in such programs and activities. Maloney Properties, Inc. also provides people whose primary language isn't English and as a result have limited English proficiency the opportunity to request free language assistance in order to apply to or participate in its programs and activities. Kathy Broderick coordinates Maloney Properties' compliance with all nondiscrimination requirements, including Section 504. Contact her with any questions or concerns relating to Maloney Properties' compliance with nondiscrimination requirements: Telephone (781) 943-0200 x255, Relay #711 or at Maloney Properties, Inc., 27 Mica Lane, Wellesley, MA 02481.



**Contact Information for the Department of Housing and Urban Development Region I FHEO Office  
and State Fair Housing Agencies Where Maloney Properties, Inc. Conducts Business****The Department of Housing and Urban  
Development**

Boston Regional Office of FHEO  
U.S. Department of Housing and Urban Development  
Thomas P. O'Neill, Jr., Federal Building  
10 Causeway Street, Room 321  
Boston, MA 02222-1092  
Phone: (617) 994-8300  
Toll Free: (800) 827-5005  
TTY: (800) 877-8339  
Fax: (617) 565-6558  
E-Mail: [ComplaintsOffice01@hud.gov](mailto:ComplaintsOffice01@hud.gov)

**Massachusetts**

Massachusetts Commission Against

Boston Office  
One Ashburton Place Sixth Floor,  
Room 601  
Boston, MA 02108  
Phone: (617) 994-6000  
TTY: (617) 994-6196  
Fax: (617) 994-6024  
E-Mail: [mcad@mass.gov](mailto:mcad@mass.gov)

Springfield Office  
436 Dwight Street, Room  
220  
Springfield, MA 01103  
Phone: (413) 739-2145  
TTY: (617) 994-6196 (Boston Office)  
Fax: (413) 784-1056  
E-Mail: [mcad@mass.gov](mailto:mcad@mass.gov)

Worcester Office Worcester  
City Hall  
484 Main Street, Room 320  
Worcester, MA 01608  
Phone: (508) 453-9630  
TTY: (617) 994-6196 (Boston Office)  
Fax: (508) 755-3861  
E-Mail: [mcad@mass.gov](mailto:mcad@mass.gov)

New Bedford Office  
128 Union Street, Suite 206  
New Bedford, MA 02740  
Phone: (774) 510-5801  
TTY: (617) 994-6196 (Boston Office)  
Fax: (774) 510-5802  
E-Mail: [mcad@mass.gov](mailto:mcad@mass.gov)

**Connecticut**

Connecticut Commission on Human Rights and  
Opportunities  
450 Columbus Boulevard  
Hartford, CT 06103-1835  
Phone: (860) 541-3400  
Connecticut Toll Free: (800) 477-5737  
TTY: (860) 541-3459  
FAX: (860) 541-4701

Capitol Region Office  
450 Columbus Boulevard  
Hartford, CT 06103  
Phone: (860) 566-7710  
TTY: (860) 566-7710  
Fax: (860) 566-1997  
E-Mail: [CHRO.Capitol@ct.gov](mailto:CHRO.Capitol@ct.gov)

Eastern Region Office  
100 Broadway  
Norwich, CT 06360  
Phone: (860) 886-5703  
TTY: (860) 886-5707  
Fax: (860) 886-2550  
E-Mail: [CHRO.Eastern@ct.gov](mailto:CHRO.Eastern@ct.gov)

West Central Region Office  
Rowland State Government Center  
55 West Main Street, Suite 210  
Waterbury, CT 06702-2004  
Phone: (203) 805-6530  
TTY: (203) 805-6579  
Fax: (203) 805-6559  
E-Mail: [CHRO.WestCentral@ct.gov](mailto:CHRO.WestCentral@ct.gov)

Southwest Region Office  
350 Fairfield Avenue, 6th Floor  
Bridgeport, CT 06604  
Phone: (203) 579-6246  
TTY: (203) 579-6246  
Fax: (203) 579-6950  
E-Mail: [CHRO.Southwest@ct.gov](mailto:CHRO.Southwest@ct.gov)



## New Hampshire

NH Commission for Human Rights  
2 Industrial Park Drive, Bldg. One  
Concord, NH 03301  
Phone: (603) 271-2767  
Fax: (603) 271-6339  
E-mail: [humanrights@nh.gov](mailto:humanrights@nh.gov)

## Rhode Island

Rhode Island Commission for Human Rights  
180 Westminster Street, 3rd Floor  
Providence, RI 02903  
Phone: (401) 222-2661  
TTY: (401) 222-2664  
Fax: (401) 222-2616  
E-Mail: <mailto:RICHR.Housing@richr.ri.gov>

## Vermont

Vermont Human Rights  
Commission 14-16 Baldwin Street  
Montpelier, VT 05633  
Phone: 802-828-2480  
Vermont Toll Free: (800) 416-2010  
TDD: (877) 294-9200  
Fax: (802) 828-2481  
E-mail: [human.rights@vermont.gov](mailto:human.rights@vermont.gov)

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# I SPEAK FORM

## LANGUAGE IDENTIFICATION FLASHCARD

<input type="checkbox"/>	ضع علامة في هذا المربع إذا كنت تقرأ أو تتحدث العربية.	1. Arabic
<input type="checkbox"/>	Խոսողո՞ւմ ե՞սք նշո՞ւմ կատարե՞ք այս քանակո՞ւսում, եթե խոսո՞ւմ կա՞մ կարողո՞ւմ եք հայերեն:	2. Armenian
<input type="checkbox"/>	যদি আপনি বাংলা পড়েন বা বলেন তা হলে এই বাক্সে দাগ দিন।	3. Bengali
<input type="checkbox"/>	ល្អប្រសើរណាស់ប្រសិនបើ ប្រើអ្នកអាន ឬនិយាយភាសា ខ្មែរ ។	4. Cambodian
<input type="checkbox"/>	Motka i kahhon ya yangin ûntûngnu' manaitai pat ûntûngnu' kumentos Chamorro.	5. Chamorro
<input type="checkbox"/>	如果你能读中文或讲中文，请选择此框。	6. Simplified Chinese
<input type="checkbox"/>	如果你能讀中文或講中文，請選擇此框。	7. Traditional Chinese
<input type="checkbox"/>	Označite ovaj kvadratić ako čitate ili govorite hrvatski jezik.	8. Croatian
<input type="checkbox"/>	Zaškrtněte tuto kolonku, pokud čtete a hovoříte česky.	9. Czech
<input type="checkbox"/>	Kruis dit vakje aan als u Nederlands kunt lezen of spreken.	10. Dutch
<input type="checkbox"/>	Mark this box if you read or speak English.	11. English
<input type="checkbox"/>	اگر خواندن و نوشتن فارسي بلد هستيد، اين مربع را علامت بنيد.	12. Farsi

<input type="checkbox"/>	Cocher ici si vous lisez ou parlez le français.	13. French
<input type="checkbox"/>	Kreuzen Sie dieses Kästchen an, wenn Sie Deutsch lesen oder sprechen.	14. German
<input type="checkbox"/>	Σημειώστε αυτό το πλαίσιο αν διαβάζετε ή μιλάτε Ελληνικά.	15. Greek
<input type="checkbox"/>	Make kazye sa a si ou li oswa ou pale kreyòl ayisyen.	16. Haitian Creole
<input type="checkbox"/>	अगर आप हिन्दी बोलते या पढ़ सकते हैं तो इस बक्स पर चिह्न लगाएँ ।	17. Hindi
<input type="checkbox"/>	Kos lub voj no yog koj paub twm thiab hais lus Hmoob.	18. Hmong
<input type="checkbox"/>	Jelölje meg ezt a kockát, ha megérta vagy beszélta a magyar nyelvet.	19. Hungarian
<input type="checkbox"/>	Markaam daytoy nga kahon no makabasa wenno makasaoka iti Ilocano.	20. Ilocano
<input type="checkbox"/>	Marchi questa casella se legge o parla italiano.	21. Italian
<input type="checkbox"/>	日本語を読んだり、話せる場合はここに印を付けてください。	22. Japanese
<input type="checkbox"/>	한국어를 읽거나 말할 수 있으면 이 칸에 표시하십시오.	23. Korean
<input type="checkbox"/>	ໃຫ້ໝາຍໃສ່ຊ່ອງນີ້ ຖ້າທ່ານອ່ານຫຼືປາກພາສາລາວ.	24. Laotian
<input type="checkbox"/>	Prosimy o zaznaczenie tego kwadratu, jeżeli posługuje się Pan/Pani językiem polskim.	25. Polish

<input type="checkbox"/>	Assinale este quadrado se você lê ou fala português.	26. Portuguese
<input type="checkbox"/>	Însemnați această căsuță dacă citiți sau vorbiți românește.	27. Romanian
<input type="checkbox"/>	Пометьте этот квадратик, если вы читаете или говорите по-русски.	28. Russian
<input type="checkbox"/>	Обележите овај квадратик уколико читате или говорите српски језик.	29. Serbian
<input type="checkbox"/>	Označte tento štvorček, ak viete čítať alebo hovoriť po slovensky.	30. Slovak
<input type="checkbox"/>	Marque esta casilla si lee o habla español.	31. Spanish
<input type="checkbox"/>	Markahan itong kuwadrado kung kayo ay marunong magbasa o magsalita ng Tagalog.	32. Tagalog
<input type="checkbox"/>	ให้กาเครื่องหมายลงในช่องถ้าท่านอ่านหรือพูดภาษาไทย.	33. Thai
<input type="checkbox"/>	Maaka 'i he puha ni kapau 'oku ke lau pe lea fakatonga.	34. Tongan
<input type="checkbox"/>	Відмітьте цю клітинку, якщо ви читаете або говорите українською мовою.	35. Ukrainian
<input type="checkbox"/>	اگر آپ اردو پڑھتے یا بولتے ہیں تو اس خانے میں نشان لگائیں۔	36. Urdu
<input type="checkbox"/>	Xin đánh dấu vào ô này nếu quý vị biết đọc và nói được Việt Ngữ.	37. Vietnamese
<input type="checkbox"/>	באצייכנט דעם קעסטל אויב איר לייענט אדער רעדט אידיש.	38. Yiddish



Attachment D

This is an important notice. Please have it translated.  
 Este é um aviso importante. Queira mandá-lo traduzir.  
 Este es un aviso importante. Sirvase mandarlo traducir.  
 ĐÂY LÀ MỘT BẢN THÔNG CÁO QUAN TRỌNG  
 XIN VUI LÒNG CHO DỊCH LẠI THÔNG CÁO ẤY  
 Ceci est important. Veuillez faire traduire.  
 本通知很重要。請將之譯成中文。  
 នេះគឺជាជំពាក់ដ៏សំខាន់ សូមមេត្តាបកប្រែជូនផង

Это очень важное сообщение обязательно переведите

Massachusetts Department of Housing and Community  
Development Resident Notice and Consent Form

Pursuant to state law, Chapter 334 of the Acts of 2006, the Department of Housing and Community Development (DHCD) must gather, compile, and report data in order to provide current, accurate, and detailed information on the number, location, and residents of assisted housing units (including privately owned housing with state subsidy or federal subsidy administered by the state). DHCD will also evaluate the data to ensure that housing choice and inclusive patterns of housing are available across the Commonwealth.

In response to the above cited law and the regulations at 760 CMR 61.00, DHCD and the quasi-public agencies Massachusetts Housing Partnership, MassHousing, and MassDevelopment are requiring development sponsors/owners or their delegates to collect and report certain resident household data to a web-based reporting system, including income level and the information requested below. DHCD will annually report to the state legislature on its data collection efforts. DHCD may also share information with the quasi-public agencies and provide reports to other interested parties in a manner consistent with privacy laws, including Massachusetts General Laws Chapter 66A. Massachusetts General Laws Chapter 66A also provides for the rights of data subjects: this includes your right to inspect and copy your personal data and to object to the collection, maintenance, dissemination, use, accuracy, completeness, or relevance of the personal data or type of information held about you.

Please respond to the following data questions:

1) What is the race of the head of household?

Check all that apply:

- White
- Black or African American
- Asian
- American Indian or Alaska Native
- Native Hawaiian or Other Pacific Islander
- Other (specify) \_\_\_\_\_

2) Is at least one adult member of the household a racial minority (Black or African American, Asian, American Indian or Alaska Native, Native Hawaiian or Other Pacific Islander, or other minority) (yes or no)? \_\_\_\_\_

3) Is the head of household Hispanic/Latino (yes or no)? \_\_\_\_\_

4) Is at least one adult member of the household Hispanic/Latino (yes or no)? \_\_\_\_\_

5) What is the number of children under 6 years of age in the household that reside in the unit?  
\_\_\_\_\_

6) What is the number of children in the household that are 6 years of age or older but under 18 years of age that reside in the unit? \_\_\_\_\_

7) What is the household type?

Check one of the following choices below:

- Single/non-Elderly
- Elderly
- Related/Single Parent (a single parent household with a dependent child or children)
- Related/Two parent (a two-parent household with a dependent child or children)
- Other (any household not included in the above four definitions, including two or more unrelated individuals)

In signing this consent form, you acknowledge that after reading this form you **voluntarily** provided the information above, that you understand that there are **no penalties** if you do not wish to provide the information, and that you have received a copy of this form for future reference.

Head of household signature

Date

\_\_\_\_\_

\_\_\_\_\_