



500 Broad Street  
Occupancy Department  
Newark, New Jersey 07102

## **Thank you for your interest in the Newark Housing Authority Family Waiting List Lottery!**

The Lottery has been conducted and thousands of registrants were added to the Newark Housing Authority Family Waiting List.

If you applied between September 26, 2011 and October 7, 2011 you should receive a letter shortly notifying you of whether you were selected or not by the lottery for the Family Waiting List. If you were selected for the Family Waiting List, when your number reaches the top of the waiting list and a unit becomes available you will be contacted and screened according to your housing requirements and family composition. For additional questions, please review the FAQ's below:

### **What happened after the registration period closed?**

All the names of people who submitted a completed registration between September 26, 2011 and October 7, 2011 were entered into an electronic lottery. A computer randomly selected the names of registrants and assigned them to a random position on NHA's Family Waiting List. Everyone who submitted a registration should receive a letter notifying them whether or not they have been placed on the Wait List. The letter to the registrants whose application was selected includes a client number. This number does not represent a priority number on the wait list. It is the number that NHA uses to track your status on the Wait List.

When a family reaches the top of the wait list and a unit becomes available that meet their family composition and accessibility needs, the family or individual will be notified in writing by the Occupancy Department. The family will be screened to make sure they meet eligibility requirements. Once all adult members of the family pass the screening criteria they will be offered a suitable unit for their family size.

### **I received an Applicant Receipt Letter. Now What?**

Congratulations! You have been added to NHA's public housing Family Waiting List. Your client Application Number should be listed near the top of your acceptance letter. Please note this number is not your ranking on the wait list, but rather a random identification number NHA uses to track your status on the Wait List.

Once your number reaches the top of the wait list and a unit becomes available, you will be contacted by the Occupancy Department for screening.

In order to move into a unit, applicants must pass screening, which will include a criminal background, residential history and credit check. Applicants must also comply with NHA's Admissions and Continued Occupancy Policy (ACOP). To view the FY 2011 ACOP please go to [www.newarkha.org](http://www.newarkha.org) Housing Opportunities [Public Housing].

### **I received a rejection letter. Now What?**

Unfortunately, you were not among the randomly selected applicants to be placed on the NHA Family Waiting List at this time.

However, if you are Elderly, Disabled or Near Elderly you may be eligible to reside in our Elderly Designated Properties or our Mixed Populations Properties. You may apply at the Newark Housing Authority, 500 Broad Street, Newark, New Jersey 07102 between the hours of 8:30 am – 4:30 pm Monday – Friday.

**Who may live in Elderly Designated Properties?**

- The Head of Household or Spouse must be at least 62 years of age to be eligible to live at an Elderly Property.
- If and when there are no qualified Elderly households on the Wait List, NHA may offer units to Near-Elderly.
- Priority is given to applicants who are Elderly (62 years old or older) and then to the Near-Elderly (50 to 61 years of age) at these Properties.

**Who may live at Mixed Population (Elderly/Disabled) Properties?**

- The Head of Household or Spouse must be Elderly, Near-Elderly or Disabled to be eligible for housing in a Mixed Population Property.
- Priority is given first to the Elderly or Disabled and then to the Near-Elderly at these Properties.

**What if I registered for the lottery but did not receive a notification letter?**

You may not have received a letter if you are currently on one of NHA’s public housing wait lists or currently living in a NHA Property. To check your status on the wait list or update your information, call our Occupancy Department at (973) 273-6127 or at TTY (800) 601-1478. Telephone hours are from 9:00 am – 12:00 noon Monday, Wednesday, Thursday and Friday and from 1:00 pm – 4:00 pm Tuesday or you are welcome to stop in our office at 500 Broad Street to use the Kiosk to check your status.

**If I was selected for the Wait List, do I automatically qualify for public housing?**

No. To qualify for public housing, you must:

- Be 18 years of age or older.
- Meet eligibility guidelines found in NHA’s 2011 Admissions and Continued Occupancy Policy (ACOP). Please go to [www.newarkha.org](http://www.newarkha.org) Housing Opportunities [Public Housing].
- Meet income guidelines in the chart below.

<b>Family Size</b>	<b>Maximum Income Eligibility (80% AMI)</b>
1	\$44,950
2	\$51,400
3	\$57,800
4	\$64,200
5	\$69,350
6	\$74,500
7	\$79,650
8	\$84,750

**If selected for the Wait List, how long will I have to wait before I get called for screening?**

NHA’s Occupancy Department will start screening applicants before the end of 2011. However, depending on unit availability it may take several years before you are contacted to be screened.

The reason for the potentially long delay is NHA screens applicants based on unit availability at a particular Property. If you selected a Property with a lower than average vacancy turnover rate then you will most likely experience a longer wait than Properties with a higher than average vacancy turnover rate. Also, NHA will make attempts to contact applicants who in turn do not respond or show for appointments. This is particularly difficult if an applicant moves and forgets to update their contact information in NHA’s database.

**What should I do if my address or family composition changed or if I made an error on my application?**

The Application Receipt letter to applicants selected for the wait list includes instructions on how to remain on the wait list.

If you were on the NHA public housing Family Wait List before the 2011 Family Waiting List Lottery, and you have questions regarding your status, you may contact the Occupancy Department at (973) 273-6127 or TTY at (800) 601-1478. Telephone hours are from 9:00 am – 12:00 noon Monday, Wednesday, Thursday and Friday and from 1:00 pm – 4:00 pm Tuesday.

## **What is the Family Waiting List?**

The Family Waiting List is used by NHA to fill public housing rental units for families as they become available in NHA-owned Family Properties across the city. Housing will be offered to families at our Family Properties ONLY.

The registration period for the Family Waiting List Lottery is now closed.

The names of all the people who registered for the lottery between September 26, 2001 and October 7, 2011 were entered into a computerized system that randomly selected families to be added to the Family Waiting List. Those selected for the Wait List will be considered for housing as it becomes available.

## **Why does Newark have a Wait List for Public Housing?**

There are more people who qualify for public housing than there are public housing units available. The Wait List serves to keep a working record of families interested in public housing so NHA can efficiently fill units as they become available.

## **Did everyone who registered get on the Wait List?**

No. There are more people who qualify for public housing than there are public housing units available. Therefore, only those names selected by the random lottery will be placed on the Wait List.

## **How do I get on the Wait List?**

To be eligible for the Family Wait List Lottery, you had to register between September 26, 2011 and October 7, 2011.

Registration is now closed. If you registered between those dates, you should receive a letter letting you know whether you have been selected by the computerized lottery or not.

If you did not register between those dates, you are not eligible for the Family Waiting List Lottery.

If you are Elderly, Disabled or Near Elderly you may be eligible to reside in our Elderly Designated Properties or our Mixed Population Properties. You may apply at Newark Housing Authority, 500 Broad Street, Newark, New Jersey 07102 between the hours of 8:30 am – 4:30 pm Monday – Friday.

## **Is this program the same as the Housing Choice Voucher (Section 8) Wait List?**

No. The Housing Choice Voucher Program allows families and individuals to rent in non-NHA properties in the private market while NHA pays for a portion of your rent. The HCV Wait List has been closed since 2005, with no plans to reopen this year.

## **If I am on the Housing Choice Voucher (HCV) Wait List, can I also be on the Public Housing Wait List?**

Yes. NHA allows families to be on both the HCV and the public housing waiting lists at the same time.

## **Does it matter which day during the registration period I submitted my registration?**

No, as long as your registration was submitted between September 26, 2011 and October 7, 2011, your application was treated equally in the lottery.

## **I was on the wait list before the Lottery, what does this mean to me?**

NHA will continue to process all of the applicants that were on NHA's wait lists before the 2011 Waiting List Lottery. You will be housed based on your date of application with preferences that apply to you. If you have a question about your status on the Wait List, please call NHA's Occupancy Department at (973) 273-6127 or at TTY (800) 601-1478. Telephone hours are from 9:00 am – 12:00 noon Monday, Wednesday, Thursday and Friday and from 1:00 pm – 4:00 pm Tuesday.

### **How can I get a preference?**

The NHA Admissions and Continued Occupancy Policy (ACOP) allow for certain ranking preferences for eligible applicants. The ***Admission Preferences*** can be found by viewing the Admissions and Continued Occupancy Policy (ACOP). Please go to [www.newarkha.org](http://www.newarkha.org) Housing Opportunities [Public Housing].

### **Where is public housing properties located?**

NHA's public housing properties are located in numerous communities throughout the City of Newark. Locations will vary with availability on the north, south, west and central sides of the city. Please go to [www.newarkha.org](http://www.newarkha.org) for more information on our properties.

### **Does NHA have any other housing opportunities available?**

If you are Elderly, Disabled or Near Elderly you may be eligible to reside in our Elderly Designated Properties or our Mixed Populations Properties. You may apply at Newark Housing Authority, 500 Broad Street, Newark, New Jersey 07102 between the hours of 8:30 am – 4:30 pm Monday – Friday.

### **What if I have other questions?**

If you have a question, you may call NHA's Occupancy Department's phone line at (973) 273-6127 or at TTY (800) 601-1478. Telephone hours are from 9:00 am – 12:00 noon Monday, Wednesday, Thursday and Friday and from 1:00 pm – 4:00 pm Tuesday. You also can find answers to many of your questions on this FAQ page.