



WILLOUGHBY

MAKE A STATEMENT

Introduction and Overview



Marketing and Leasing Agent for
Willoughby's affordable units



Development Partner to LIU;
Developer of The Willoughby

Today's Agenda:

- Willoughby Project Overview
- Introduction to Lottery Process and Qualifications for Affordable Units
- Q & A

MHANY Management Inc.

A Not-for-Profit Affordable Housing & Community Development Organization formed in 1986

35 years experience supporting, redeveloping and stabilizing communities

City-wide, experienced affordable housing developer, owner, manager, housing and & landlord ambassador

Mission and work focused to help low & moderate income individuals and families obtain affordable rental housing or become homeowners

HUD Approved Housing Counseling Agency

HPD Home First Down Payment Assistance certified

Certified by the National Industry Standards annually



Brooklyn's Most Dynamic New Residence



Located at 196 Willoughby Street

476 total units, 143 of which are priced to affordable to moderate and middle income households

Available units: Studios, 1 & 2 Bedrooms

Fully amenitized development

Gourmet coffee bar

Landscaped courtyard

State of the art fitness center

Pet spa and dog run

Outdoor lounge with sweeping Manhattan views

Onsite parking and bike storage

Location



Ideally situated within LIU Brooklyn's campus block, where charming Fort Greene meets lively downtown Brooklyn

The Willoughby has prime access to public transportation

A,C,F @ Jay street Metro Tech

B,D,Q,R @ DeKalb Avenue

2,3,4,5 @ Nevins Street

LIRR at Atlantic Terminal

Easy access to all the necessities that make an apartment a home

Groceries: Trader Joes, Wegmans, Stop & Shop

City Point Brooklyn: Target, Dekalb Market Hall, Alamo Draft House Cinemas and more

Fulton Mall: Macy's, Apple Store, CVS and more

Myrtle Street: Treasure trove of local shops and international flavors



The Features

- Individually controlled heat and central air conditioning
- Environmentally friendly heat pump units that save space and don't restrict floor to ceiling views like window-based systems
- In unit Washer and Dryer
- Smart home features which allow the resident to control the locks, heat, AC and lights remotely
- Stainless steel appliances, ceasar stone countertops and subway tile backsplash

The Bathrooms

- The spa like bathrooms are restorative and sensuous
- Sleek fixtures, organic textures, custom vanities, and ample storage serve to elevate the rituals of everyday life
- Primary bathrooms have walk in showers, while secondary bathrooms feature bathtubs with oversized shower heads



The Building



THE LOUNGE

An expansive, thoughtfully curated lounge features intimate seating areas, a handcrafted billiards table, built-in bar, and a communal table for memorable moments with friends and neighbors. Flowing seamlessly onto the rooftop terrace, the handsome space brings the outdoors in.





BE FIT.
BE HEALTHY.
BE INVIGORATED.

FITNESS CENTER

The fitness center is fully equipped with high-performance weights and machines, while a connected yoga studio is a serene space for stretching, meditation, and exercise classes. Floor-to-ceiling windows look south over Downtown Brooklyn, allowing for views as entertaining and inspiring as anything you could stream during a treadmill session.





Among the lounge seating and fully equipped workstations is the room's centerpiece: a semi-private glass box with a floor-to-ceiling floating library.

THE LIBRARY LOUNGE

A refined workspace for professionals working from home, the library lounge encourages creativity and productivity.



Affordable Units at The Willoughby

The Willoughby was developed under the Affordable New York Program, in which residential projects include a mix of market rate and moderate or middle income units

At the Willoughby, 143 units are available at rents considered affordable to moderate and middle income households

The units are rented to qualified households through a lottery process which MAHNY will describe

What is a Housing Lottery?

What is a Housing Lottery

When public funds are used to develop affordable housing, the City monitors applicant selection through a lottery process

Selection Preferences

Applicants who live in New York City will receive a general preference for the lottery units

Lottery Process- Basic Rules

1. Lottery Opened January [18], 2022: HPD put the building on Housing Connect 2.0
 - Applications are accepted for **60 days** from the initial launch date: **March 21st**
2. Interested? Apply directly or request application by:
 - Email: 196willoughbystreet@mutualhousingny.org
 - Mail request or walk-in to MHANY office: 470 Vanderbilt Ave 9th Floor Brooklyn NY 11238
 - Directly through Housing Connect Website: <https://housingconnect.nyc.gov/PublicWeb/>
3. Submit **One** application **per Household** filled out completely & accurately.:
 - Multiple applications for the same lottery automatically disqualify you
 - Be accurate & clear include only the members of your “household” who will be moving in with you.
 - Be precise & clear about your household income and make sure you can document it
4. Respond Immediately when contacted.
 - Provide all documents requested by MHANY within the requested time frame.

Affordable Rents at the Willoughby

Unit Size	130% AREA MEDIAN INCOME (AMI) UNITS	Monthl y Rent ¹	Units Available		Household Size ²	Annual Household Income ³ Minimum – Maximum ⁴	130% AREA MEDIAN INCOME (AMI) UNITS	Unit Size	Monthly Rent ¹	Units Available		Household Size ²	Annual Household Income ³ Minimum – Maximum ⁴
Studio			\$2,523	45	→	1 person		\$ 86,503 - \$ 108,680		2 bedroom	\$3,235	27	→
					2 people	\$ 86,503 - \$ 124,150		3 people	\$ 110,915 - \$ 139,620				
1 bedroom		\$2,700	71	→	1 person	\$ 92,572 - \$ 108,680		4 people	\$ 110,915 - \$ 155,090				
					2 people	\$ 92,572 - \$ 124,150		5 people	\$ 110,915 - \$ 167,570				

Pay Attention To:

- Minimum-Maximum Income Limits per Household Size
- Household Size
- Preferences
- Deadlines

Website: <https://housingconnect.nyc.gov/PublicWeb/>
(Income AMI: 130%)

Applying on Housing Connect 2.0

Go to <https://housingconnect.nyc.gov/publicweb/>

Log in to the housing connect portal using your login and password (if you need help, reach out to MHANY)

Make sure the information your household information is complete and up to date on Housing Connect.

Go to “Open Lotteries” to see what is properties are currently accepting applications. If you are interested in any of the buildings, check the details to see if your household size and income fit the limits for the buildings.

Click “Apply” before the application deadline date.

You can continue to update your profile information and it will be updated until a particular building lottery is closed; even if you have already clicked “apply” for any specific development.

After the deadline:

Once the lottery application process for a particular building is closed it takes approximately 2 weeks for HPD to generate the log as MHANY will input all paper applications.

Each application gets assigned a lottery log number. Lottery log numbers are random. No one controls who has a better or worse number

It does not matter if you applied first or last, online or on paper—your log number is random. Just make sure to apply before the deadline (the 60 day open lottery period).

Applying to Housing Connect 2.0 cont.

After you apply:

Depending on your log # it may take several months to hear about your application. If you have a high log # you might never be contacted, even if you qualify. We may not reach your log #.

While you're waiting, carefully check what your current lease says about moving out before the lease is over. If you're offered an apartment, you might need to move quickly.

If you aren't selected for a particular building lottery, keep searching for other apartments on Housing Connect and apply when you are ready.

Always have your documents ready in case you are contacted from a particular building lottery.

If your application is selected, you'll be invited to respond to submit documents. This interview/document submission is critical and time sensitive! You must submit required documents to MHANY who will then confirm if you qualify to proceed towards getting the apartment. Have your documents ready ahead of time to make sure you're prepared if you are called.

Eligibility Letter

Your log # has been selected for Consideration

DATE

Dear Applicant:

Congratulations, your application for an apartment located at one of the addresses listed above has been randomly selected for further processing. **THIS IS ONLY A NOTICE FOR AN INTERVIEW FOR FURTHER PROCESSING. THIS IN NO WAY GUARANTEES YOU AN APARTMENT.**

Please come to _____ for an interview on _____ or _____ between the hours of _____ and _____ PM.

When you come please bring **COPIES** of the following documents for **all of your family members listed on your application. NO ORIGINALS will be accepted:**

Proof of income for everyone 18 or over who is on the application. Proof of income can be:

- 6 most recent, consecutive pay stubs;
- a letter from your employer (stating current income)
- a letter from SSI or Social Security for the current year indicating your current subsidy
- Public Assistance budget - current
- Alimony, Section 8 voucher; child support court order, unemployment benefit statements, etc.
- Documentation of any other form of income (pension) that you may be receiving

W-2 forms, 1099 forms and Federal and State tax returns for two most recent years; if self-employed three years

Proof of identity for everyone on the application

- Birth certificates
- Social Security cards
- Driver license/State ID, or Resident Alien card, or Passport
- Wedding certificates, divorce or separation papers, if applicable

School letters for all children currently enrolled in school.

Letter from current landlord or 12 months receipts confirming rent payment

IF YOU ARE UNABLE TO ATTEND, please contact us at XXXXXX at least 24 hours before your scheduled appointment.

We look forward to seeing you.

Definition of Income and Household Size

DEFINITION OF INCOME:

Gross annual income for each family member 18 years of age or older who plans to live in the apartment.

Types of Income:

Employment

Self Employment(Net)

Off the Books (Pay in Cash – bank statement, tax returns, supporting docs)

Other:

SSI; SSD; Pension; Food/Child Care; PA; DI; Workers Compensation; Annuities/Dividends; Rental Property; Benefits of Death; Scholarships/ Financial Aid; Cash Gift Contributions/ Unemployment, free-lance

DEFINITION OF A HOUSEHOLD:

Single person

Single Parent Family

Families of Two Relatives

Couples – proof of financial interdependence

Extended &/or non-traditional family must show proof of relation & financial interdependence

Required Documents

Proof of Income

For all members of your household 18 years and older:

Six (6) or more recent copies of pay stubs, in consecutive order. Make bank deposits of checks or cash to create evidence

Letter from the Employer declaring recent salary and income

Social Security Income Letter for current year (SSI)

Public Assistance Documents for current year (PA)

Compensation Documents for Unemployment (UI)

Section 8 voucher or other voucher/subsidy

Food Pension & Maintenance for childcare by Court order

Signed declaration if you are unemployed

Pensions or other retirement income

Notarized Net Projection for self employment

Required Documents

FULL TAX RETURNS

Two (2) years of tax declaration;

Tax returns of three (3) years for independent applicants (if you have income reported on line 12 or 17 that applies).

No documents required to file a tax return for members with SSI & SSA income.

ASSET INFORMATION

Six (6) months of bank statements for checking account (online checking)

Most recent bank statement for savings account (online savings)

Retirement accounts, 401K, Stocks, Brokerages, CDs, etc.

Digits, Venmos, Cashapp, PayPal, and all other APPS for cash transactions

SCHOOL LETTERS

For all the children/ adults currently enrolled in school.

RENT PAYMENTS

Current lease & 12-month receipts that confirm rental payments

Required Documents

PROOF OF IDENTITY

The following documents for all members of your household who will live with you will be required if you are selected:

Birth Certificate - for all family members who will move with you

State Identification/ Driver's License, or Resident Alien Card or Passport

Marriage Certificate, divorce or separation papers if applicable

Rejection Letter -example

Dear Applicant:

We have received your application to reside in the project indicated above.

Based on the eligibility guidelines within the program, you are not eligible for the following reasons :

- 1. Your family income exceeds the program limit.

- 2. Your family income is not enough to sustain the level of income.

- 3. There are no units available within the program to accommodate the size of your _____ family.

- 4. Your application was not received by regular mail as indicated.

- 5. Other

If you have additional information that may allow you to appeal our decision, **you may contact the office** at xxxxxxxxxx within **ten days** to request a review.

Appeal Process

If you are found not eligible...

- You will receive a rejection letter which must provide you with a specific reason for your rejection.
- If you disagree, you can appeal.
- You have two weeks or ten business days to appeal the decision.
- As indicated in the rejection letter, you will need to submit an appeal in writing to the developer, explaining the reason you believe the rejection was in error and provide documentation to support your appeal.
- If you get no response from the Developer, you have the right to appeal to HPD/HDC
- **The Appeal Process Is Time Sensitive & has DEADLINES!**

What is considered during the evaluation of the applicant?

Credit and Criminal background check

Applicants with prior or pending bankruptcy if filing occurred within the last 12 months.

Falsification of any information provided to Marketing Agent or Managing Agent on an application, income or third-party verification, or interviews

Applicants with total open/ unsatisfied delinquencies, collections, money judgments and liens exceeding \$5,000.00 excluding medical debt or student loans. Delinquency must be currently 120+ days past due or in collection

For a rental unit, no members of the applicant's household may own any residential real property in or within a 100 mile radius of NYC

What is Good Credit?

- Credit demonstrates your ABILITY and WILLINGNESS to pay
- It is about more than just your CREDIT SCORE
- Bill payment history (loans, credit cards etc.)
 - Are you paying your minimum balances on time?
 - Do you have too much debt relative to your income?
- Are you paying your rent consistently on time?
- Owners/Agents cannot reject you based on credit score ONLY

How to Prepare for the Lottery Process

Pay Rent On Time

Make Minimum Credit Card Payments by Due Date

Pay Judgments, Liens & Collections

Housing Court Judgments- Have a good explanation of landlord's error

File your taxes every year

Save for your 1st month's rent and security deposit

QUESTIONS?

For Information
Contact MHANY
718-246-8080 ext. 224
470 Vanderbilt Avenue Brooklyn NY 11238
www.mutualhousingny.org

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196 WILLOUGHBY STREET

