

**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 apply online at grhousing.org or complete the attached GRHC paper application.**

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 2010 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 (\$13,890)	50% AMI (\$23,150)
40% AMI (\$18,520)	60% AMI (\$27,780)

Preferences are given to applicants who have been or are homeless, or 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
 - 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, DHS, etc.)
 - c. Proof of any assets (bank statements, property, stocks, etc.)
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
 - e. Verification of Disability

If you have any questions, please call the Property Manager at Heron Court (616-855-0017) or Oroiquis (616-988-3575).