

**SUPPORTIVE HOUSING MANAGEMENT SERVICES**  
**803 EAST PITTSBURGH PLAZA**  
**EAST PITTSBURGH, PA 15112**  
**(412) 829-3910**  
**1-800-238-7555**

Dear Applicant:

Supportive Housing Management Services is the property management division of ACTION Housing, Inc. Attached is a listing of the rental properties we offer.

Listed below is a chart indicating program income guidelines by family household size. Our property listings indicate which program guidelines are in effect for each site. Please note these guidelines represent Maximum income amounts. If your household income is lower than the designated program percentage, you may still qualify for occupancy, as long as the property you select does not also require a minimum household income.

**Pittsburgh Area Median Incomes for Year 2018**

<b>Program</b>	<b>1 Person</b>	<b>2 Persons</b>	<b>3 Persons</b>	<b>4 Persons</b>
30%	\$16,000	\$18,250	\$20,780	\$25,100
50%	\$26,600	\$30,400	\$34,200	\$38,000
60%	\$31,920	\$36,480	\$41,040	\$45,600
80%	\$42,600	\$48,650	\$54,750	\$60,800

Please note in reviewing our application the following sites offer admission priority to those eligible households whose family household income falls below 30% of the area median income:

1. Allegheny Independence House
2. Leetsdale High Rise
3. Versailles/Archer Apartments

PLEASE **DO NOT** SEND ANY IMPORTANT DOCUMENTS (Original or copy: Birth Certificate, Social Security Cards, ID and income because this will be asked for when you are considered for an apartment)

Due to the multi-program nature of our portfolio, we understand you may have questions as you review this application package. Please feel free to contact us with any questions. You may reach us by calling 412.829.3910 or 1.800.238.7555. We look forward to serving you with your housing needs.

Sincerely,

*Jill Harding*

Jill Harding  
Waiting List Coordinator



**\*\*\*PLEASE DO NOT DETACH ANYTHING, ALL PAGES SHOULD BE RETURNED\*\*\***

REVISED 4/23/2018



**SUPPORTIVE HOUSING MANAGEMENT SERVICES (SHMS)  
803 EAST PITTSBURGH PLAZA, EAST PITTSBURGH, PA 15112  
(412) 829-3910 or 1-800-238-7555**

**APPLICATION**

**Instructions**

1. All \* (Asterisk) Areas need to be completed or Application will be sent back
2. All Information Must be Printed and Legible
3. If you change your Address, you MUST notify SHMS in writing as soon as possible. If we do not have a current address at all times, you may lose your position on the waiting list.
4. Applications can be mailed to address above

**I. APPLICANT**

*First Name: _____	Middle Name: _____	Last Name: _____
*Address _____	City _____	State _____ Zip _____
*Home Phone _____	Cell Phone _____	_____

**II. CURRENT LANDLORD**

*Current Landlord's Name _____
*Address _____ City _____ State _____ Zip _____
Phone _____
How Long did you reside at this address: From _____ To _____

**III. HOUSEHOLD INFORMATION**

*Name of Each Household Member Who is Applying	* Social Security Number	*Relationship to Head of Household	Sex	* Date of Birth
<i>Applicant Name</i>		Head of Household	<input type="checkbox"/> Male <input type="checkbox"/> Female	
<i>Co-Applicant/Dependent</i>			<input type="checkbox"/> Male <input type="checkbox"/> Female	
<i>Dependent</i>			<input type="checkbox"/> Male <input type="checkbox"/> Female	
<i>Dependent</i>			<input type="checkbox"/> Male <input type="checkbox"/> Female	

**IV. ADDITIONAL CONTACT- List any additional responsible party with whom we should correspond, e.g., mailings, telephone (family member, agency, or caseworker)**

Contact Name _____
Address _____ City _____ State _____ Zip _____
Phone _____

**V. Accommodation**

Please list any accommodation for mobility impairment, visual impairment, or hearing impairment needed for you or a member of your household

---



---

**\*VI. Income**

Income Source	Monthly Amount
Gross Wages, Salaries	\$
Net Business Income	\$
Gross Social Security	\$
Gross Pension	\$
Public Assistance	\$
Alimony/Child Support	\$
Unemployment/Workers Comp	\$
SSI (Supplemental Security Income)	\$
Other (insurance, IRA, etc.)	\$

**\*VII Net Family Assets**

Asset Source	Approximate Value
Checking	\$
Savings	\$
Direct Express Card	\$
CD's	\$
Money Market	\$
Other (Bonds, Annuities, etc.)	\$

**\*VIII. Additional Questions**

Please circle **Yes** or **No** to the following questions:

- Yes No 1. Is any member of the household enrolled as a student at an Institute of Higher Education?
- Yes No 2. Have you or any household member ever been convicted of a felony or drug related activity?
- Yes No 3. Are you or any household member(s) subject to a State Lifetime Sex Offender Registration?
- Yes No 4. Do you currently have a Section 8 Voucher?**

List all States in which you and all household members have lived: \_\_\_\_\_

If you answered Yes to any of these questions, please explain below:  
 \_\_\_\_\_  
 \_\_\_\_\_

I certify the above information is true and complete to the best of my knowledge. I understand and authorize inquiries to be made to verify I meet the tenant selection criteria and to verify the above statements. I also authorize a credit and criminal background check.

\* \_\_\_\_\_  
 Applicant Signature

\* \_\_\_\_\_  
 Co-Applicant Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date



**SUBSIDIZED HOUSING APPLICATION FOR PERSONS WITH ..... DISABILITIES**

**Put a check mark in the “check here” box for as many properties for which you are interested**

<b>Property Name &amp; Address</b>	<b>Housing for:</b>	<b>Amenities</b>	<b># of Bdrms</b>	<b>* Check Here</b>
<b>Allegheny Independence House</b> 210 Marguerite Street Wilmerding, PA 15148	ONLY for persons with <u>3 or more physical functional disabilities</u>	A/C, range & refrig, roll-in showers, laundry, elevator, on-site parking	1	
	<b>30% &amp; 50% Area Median Income</b>		2	
<b>Bausman Street Independent Living</b> 251, 259, 269 Bausman Street Pittsburgh, PA 15210 (Knoxville)	For persons with <u>physical, mental or developmental disabilities</u>	A/C, cook-top & refrig, roll-in showers, elevator, laundry room, , on-site parking	1	
	<b>50% Area Median Income</b>		2	
<b>Dravosburg Apartments</b> 100 Third Street Dravosburg, PA 15034	ONLY for persons with <u>physical disabilities</u>	A/C, Range & Refrig, Roll-in shower, Laundry, On site parking	1	
	<b>50% Area Median Income</b>		2	
<b>Independent Hs. Resources East</b> 5657 Stanton Avenue, 15206 117 N. Winebiddle St., 15224 2533-43 S. Braddock Avenue, 15218 606 Swissvale Avenue, 15221	ONLY for persons with physical or mental health disabilities	Four locations, A/C, range and refrigerator, and on-site parking	1	
	30% & 50% Area Median Income		2	
<b>Landmark Court</b> 326 Olivia Street McKees Rocks, PA 15136	ONLY for persons with <u>mobility impairment</u>	A/C, range & refrig, roll in showers, laundry room, community room, on-site parking	1	
	<b>50% Area Median Income</b>			
<b>Leetsdale Manor</b> 27 Spencer Street Leetsdale, PA 15056	Persons <u>62 yrs. or older or with disabilities</u>	A/C, range & refrig, laundry room, elevator, community /computer room and on-site parking	1	
	<b>30% &amp; 50% Area Median Incomes</b>			
<b>Pitcairn Apartments</b> 408 Broadway Avenue Pitcairn, PA 15140	ONLY for persons with <u>physical disabilities</u>	A/C, range & refrig, roll-in showers, laundry room, , elevator, on-site parking	1	
	<b>50% Area Median Income</b>		2	
<b>Towne Place Apartments (Uptown)</b> 1600 Colwell Street Pittsburgh, PA 15219	ONLY for persons with <u>mental health disabilities</u>	A/C, range & refrig, elevator, laundry, community room, on-site parking	1	
	<b>50% Area Median Income</b>			
<b>Versailles/Archer Apartments</b> 3221 Versailles Avenue 501 Archer Street McKeesport, PA 15132	ONLY for persons with <u>mobility impaired</u>	A/C, range and refrigerator, on-site parking; community room and elevator at Versailles	1	
	<b>30% &amp; 50% Area Median Incomes</b>			
<b>White Street Apartments</b> 502 White Street McKeesport, PA 15132	ONLY for persons with <u>mental health disabilities</u>	A/C, range/ refrigerator, 3-story walk up, laundry, community room, parking	1	
	50% Area Median Income		2	

Subsidized Housing for PERSONS WITH DISABILITIES

**\*The properties listed above require a HUD verification of a disability form, which will be processed once your application is submitted. Head of Household must be person with qualifying disability**

**SUBSIDIZED HOUSING APPLICATION FOR...SENIOR CITIZENS ( 62 or older)**

**Put a check mark in the “check here” box for as many properties for which you are interested**

<b>Property Name &amp; Address</b>	<b>Housing for:</b>	<b>Amenities</b>	<b># of Bdrms</b>	<b>* Check Here</b>
<b>Bessemer Manor</b> 850 Main Street, East Pittsburgh, PA 15112	ONLY for persons <u>.62 yrs. or older</u>  <b>50% Area Median Income</b>	A/C, range & refrig, laundry, community room, elevator, on-site parking	1	
<b>Center Township</b> 3671 Brodhead Rd. Monaca, PA 15061	ONLY for persons <u>.62 yrs. or older</u>  <b>50% Area Median Income</b>	A/C, range & refrig, laundry, community room, elevator, on-site parking	1	
<b>Dormont Place</b> 2900 Belrose Avenue Dormont, PA 15216	ONLY for persons <u>.62 yrs. or older</u>  <b>50% Area Median Income</b>	A/C, range & refrig, laundry, community room, elevator, on-site parking	1	
<b>Forest Hills Senior Apartments</b> 2111 Ardmore Blvd. Forest Hills, PA 15221	ONLY for persons <u>.62 yrs. or older</u>  <b>50% Area Median Income</b>	A/C, range & Refrig, laundry, community room,elevator,	1	
<b>Greenfield Terrace (Greenfield)</b> 3909 Raff Street Pittsburgh, PA 15207	ONLY for persons <u>.62 yrs. or older</u>  <b>50% Area Median Income</b>	A/C, range & refrig, laundry, community room, elevator, on-site parking	1	
<b>Leetsdale Manor</b> 27 Spencer Street Leetsdale, PA 15056	ONLY for persons <u>.62 yrs. or older</u> <u>or person with disability</u>  <b>30%, 50% Area Median Income</b>	A/C, range & refrig, laundry room, elevator, community /computer room and on-site parking	1	
<b>Miller Avenue Senior Apartments</b> 16 Miller Avenue Duquesne, PA 15110	ONLY for persons <u>.62 yrs. or older</u>  <b>50% Area Median Income</b>	A/C, range & refrig, elevator laundry, community room, on-site parking	1	
<b>Northside Coalition Senior Housing</b> 1500 Brighton Place Pittsburgh, PA 15212	ONLY for persons <u>.62 yrs. or older</u>  <b>50% Area Median Income</b>	A/C, range & refrig, elevator laundry, community room, on-site parking	1	
<b>Ormsby Manor (Mt. Oliver)</b> 113 Ormsby Avenue Pittsburgh, PA 15210	ONLY for persons <u>.62 yrs. or older</u>  <b>50% Area Median Income</b>	A/C, range & refrig, laundry, community room, elevator, on-site parking	1	
<b>Primrose Apartments</b> 1240 Denning Way North Versailles, PA 15137	ONLY for persons <u>.62 yrs. or older</u>  <b>50% Area Median Income</b>	A/C, range & refrig, laundry, community room, elevator, on-site parking	1	
<b>Second Baptist Senior Apts</b> 128 W. 12 <sup>th</sup> Avenue Homestead, PA 15120	ONLY for persons <u>.62 yrs. or older</u>  <b>50% Area Median Income</b>	A/C, range & refrig, laundry, community room, elevator, on-site parking	1	
<b>Sylvania Place (Beltzhoover)</b> 29 Sylvania Avenue Pittsburgh, PA 15210	ONLY for persons <u>.62 yrs. or older</u>  <b>50% Area Median Income</b>	A/C, range & refrig, laundry, community room, elevator, on-site parking	1	
<b>Versailles/Archer Apartments</b> 3221 Versailles Avenue 501 Archer Street McKeesport, PA 15132	ONLY for persons <u>.62 yrs. or older</u>  <b>30%, 50% Area Median Income</b>	A/C, range and refrigerator, on-site parking; community room and elevator at Versailles	1	
<b>West Lake Apartments (Elliot)</b> 1015 Crucible Street Pittsburgh, PA 15220	ONLY for persons <u>.62 yrs. or older</u>  <b>50% Area Median Income</b>	A/C, range & refrig, laundry, community room, elevator, on-site parking	1	

**Subsidized Housing for SENIOR CITIZENS**

**MARKET RENT - UNSUBSIDIZED HOUSING APPLICATION- Section 8 Voucher Welcome**  
**MINIMUM HOUSEHOLD INCOME APPLIES**

Do you have a Section 8 Voucher? \_\_\_Yes \_\_\_No

Are you a U.S. Armed Services Veteran? \_\_\_ Yes \_\_\_No

**FAMILY NON-SUBSIDIZED HOUSING- Section 8 Voucher Welcome**

Property Name & Address	Housing for:	Amenities	# of Bdrms	* Check Here
<b>Ardmore Apartments</b> 2104 Ardmore Blvd. Forest Hills, PA 15221	1 Bedroom \$585	A/C, range and refrigerator, on-site parking, on bus line. No pets, 2-Story Walk-up.	1	
	2 Bedroom \$700		2	
	Studio \$535		Studio	
	Plus Electric and Gas			
	<b>80% Area Median Income</b>			
<b>15 Miller Avenue Apartments</b> 15 Miller Avenue Duquesne, PA 15110	1 Bedroom \$445 Plus Electric	Newly remodeled, equipped kitchen, wall-to-wall carpet, laundry room, elevator, community room, parking, on bus line, A/C	1	
	<b>50%, 60% Area Median Income</b>			
<b>Dave Wright Apartments</b> 1842 Washington Street Heidelberg, PA 15106 <i>Non-Smoking</i>	1 Bedroom Starting \$575	Equipped kitchen, laundry room, parking, on bus line, A/C, Elevator.	1	
	2 Bedroom Starting \$675		2	
	Plus Electric			
	50%, 60% Area Median Income			
Owner has established waiting list preference for half the apartments at Dave Wright Apartments for persons who have been diagnosed as being on the Autism Spectrum. Are you applying for this owner preference: ___YES ___NO				

MARKET RENT - NON-SUBSIDIZED HOUSING

**NON-SUBSIDIZED HOUSING- Persons 55 and Older- Section 8 Voucher Welcome**

Property Name & Address	Housing for:	Amenities	# of Bdrms	* Check Here
<b>Wesley Towers (Mt. Washington)</b> 124 W. Sycamore Street Pittsburgh, PA 15211	<u>Only persons 55 years or Older</u>	A/C, range and refrigerator, community room, elevator, laundry room. Tenant Pay Electric. No Parking on site	1	
	Rent from \$325			
	Plus Electric			
	<b>50%, 60% Area Median Income</b>			

**NON-SUBSIDIZED HOUSING- Persons 62 and Older- Section 8 Voucher Welcome**

Property Name & Address	Housing for:	Amenities	# of Bdrms	* Check Here
<b>West Deer Manor</b> 40 McKrell Road Russellton, PA 15076	<u>Only persons 62 years or Older</u>	A/C, equipped kitchen, wall to wall carpet, laundry room, community room, elevator, laundry room. Tenant Pay Electric. On site parking	1	
	Rent Fixed \$435 plus Electric			
	<b>60%, 80% Area Median Income</b>			

*Note: You will receive a letter once your application is processed*

APPLICATIONS CAN BE MAILED TO:

**SUPPORTIVE HOUSING MANAGEMENT SERVICES**  
**803 EAST PITTSBURGH PLAZA**  
**EAST PITTSBURGH, PA 15112**

Supplemental and Optional Contact Information for HUD-Assisted Housing Applicants

**SUPPLEMENT TO APPLICATION FOR FEDERALLY ASSISTED HOUSING**

This form is to be provided to each applicant for federally assisted housing

**Instructions: Optional Contact Person or Organization:** You have the right by law to include as part of your application for housing, the name, address, telephone number, and other relevant information of a family member, friend, or social, health, advocacy, or other organization. This contact information is for the purpose of identifying a person or organization that may be able to help in resolving any issues that may arise during your tenancy or to assist in providing any special care or services you may require. **You may update, remove, or change the information you provide on this form at any time.** You are not required to provide this contact information, but if you choose to do so, please include the relevant information on this form.

<b>Applicant Name:</b>	
<b>Mailing Address:</b>	
<b>Telephone No:</b>	<b>Cell Phone No:</b>
<b>Name of Additional Contact Person or Organization:</b>	
<b>Address:</b>	
<b>Telephone No:</b>	<b>Cell Phone No:</b>
<b>E-Mail Address (if applicable):</b>	
<b>Relationship to Applicant:</b>	
<b>Reason for Contact:</b> (Check all that apply)	
<input type="checkbox"/> Emergency	<input type="checkbox"/> Assist with Recertification Process
<input type="checkbox"/> Unable to contact you	<input type="checkbox"/> Change in lease terms
<input type="checkbox"/> Termination of rental assistance	<input type="checkbox"/> Change in house rules
<input type="checkbox"/> Eviction from unit	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Late payment of rent	
<b>Commitment of Housing Authority or Owner:</b> If you are approved for housing, this information will be kept as part of your tenant file. If issues arise during your tenancy or if you require any services or special care, we may contact the person or organization you listed to assist in resolving the issues or in providing any services or special care to you.	
<b>Confidentiality Statement:</b> The information provided on this form is confidential and will not be disclosed to anyone except as permitted by the applicant or applicable law.	
<b>Legal Notification:</b> Section 644 of the Housing and Community Development Act of 1992 (Public Law 102-550, approved October 28, 1992) requires each applicant for federally assisted housing to be offered the option of providing information regarding an additional contact person or organization. By accepting the applicant's application, the housing provider agrees to comply with the non-discrimination and equal opportunity requirements of 24 CFR section 5.105, including the prohibitions on discrimination in admission to or participation in federally assisted housing programs on the basis of race, color, religion, national origin, sex, disability, and familial status under the Fair Housing Act, and the prohibition on age discrimination under the Age Discrimination Act of 1975.	

Check this box if you choose not to provide the contact information.

--	--

**Signature of Applicant**

**Date**

The information collection requirements contained in this form were submitted to the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). The public reporting burden is estimated at 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Section 644 of the Housing and Community Development Act of 1992 (42 U.S.C. 13604) imposed on HUD the obligation to require housing providers participating in HUD's assisted housing programs to provide any individual or family applying for occupancy in HUD-assisted housing with the option to include in the application for occupancy the name, address, telephone number, and other relevant information of a family member, friend, or person associated with a social, health, advocacy, or similar organization. The objective of providing such information is to facilitate contact by the housing provider with the person or organization identified by the tenant to assist in providing any delivery of services or special care to the tenant and assist with resolving any tenancy issues arising during the tenancy of such tenant. This supplemental application information is to be maintained by the housing provider and maintained as confidential information. Providing the information is basic to the operations of the HUD Assisted-Housing Program and is voluntary. It supports statutory requirements and program and management controls that prevent fraud, waste and mismanagement. In accordance with the Paperwork Reduction Act, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information, unless the collection displays a currently valid OMB control number.

**Privacy Statement:** Public Law 102-550, authorizes the Department of Housing and Urban Development (HUD) to collect all the information (except the Social Security Number (SSN)) which will be used by HUD to protect disbursement data from fraudulent actions.