



Ninilchik Traditional Council

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All Rental Housing by Ninilchik Traditional Council facilities comply with Federal Fair Housing regulations, accepting age-qualified residents without regard to national origin or gender, race, color, religion, disability, or familial status. We do not discriminate on the basis of disability status in the admission or access to, or treatment or employment in, its federally assisted programs and activities



Applications for Tovarish Manor Senior Independent 6-Plex Apartments

NINILCHIK TRADITIONAL COUNCIL (“NTC”) has developed 6 units of independent elderly rental housing through the combined assistance of the Ninilchik Senior Center, Alaska Housing Finance Corporation, the Denali Commission, and NTC's Native American Housing Assistance and Self Determination Act ("NAHASDA") Indian Housing Block Grant.

1. Project Introduction

Tovarish Manor is located at 66351 Aspen Ave., Ninilchik; this is located next to the Senior Center, off of Kingsley Rd. This six plex includes four 2-bedroom units and two 1-bedroom units. One of the 2-bedroom units is fully equipped for seniors in wheelchairs. Another 2-bedroom unit has special sensory features for visual/hearing-impaired occupants. All units are handicapped assessable, have their own washers, dryers, patios, and attached garages with storage rooms. Rent includes Heat & Hot water. This is a non-smoking senior housing complex. Pets may be allowed but still to be determined at this time. If allowed, there will be a pet deposit and additional lease requirements.

To qualify as an elderly family, the head of household or spouse, or the family's sole member, must be 62 years of age or older. Tenants admitted to the project must occupy the unit as their primary residence, year round, and comply with NTC's occupancy policies and rules, which will address authorized absences, visitors, and other occupancy standards. Unemancipated minors under the age of 18 will not be admitted to elderly housing, and must comply with visitor policies. To ensure affordability, certain income thresholds apply for all applicants.

Applications for Tovarish Manor are being accepted now. Any applications for other NTC programs do not qualify as applications for Tovarish Manor. To apply for admission, please complete and return the attached application to NTC.

- **Part I** of the application must be completed and submitted by all applicants.
- **Part II** of the application must be completed by applicants seeking to be considered for NAHASDA selection (additional details are provided below). If you are uncertain whether you qualify for NAHASDA selection, NTC recommends you complete Part II. Also, non-Indian/non-Native applicants with lower incomes



can speed up application review by supplying income information, especially if their income is at or below median income levels for the area.

Space is limited. Move-in for selected tenants is anticipated to occur in June. Selected applicants must move in to their assigned unit within 30 days of receiving written notice of move-in eligibility.

IF YOU NEED ASSISTANCE OR ACCOMMODATION TO COMPLETE THE APPLICATION PROCESS, PLEASE PROMPTLY CONTACT BOB CROSBY OR DENISE SMITH AT NTC TO DISCUSS YOUR NEEDS OR QUESTIONS.

2. Manner of Selection.

NAHASDA Selection. Two of the six units will be offered to eligible Alaska Native/American Indian elderly families who qualify for low-income housing assistance, in accordance with NTC's NAHASDA grant from the U.S. Department of Housing and Urban Development. To qualify for NAHASDA assistance, the elderly family must qualify as low income under federal guidelines established by HUD, and be Alaska Native/Native American. The applicant need not be enrolled in an Alaska tribe, or be a member of the Ninilchik tribe. NAHASDA applicants must complete Part I and Part II of the application, *and* establish that the tenant family is low income, defined as receiving 80 percent or less of median income for the area. From the pool of qualified NAHASDA applications, NTC will select two elderly families eligible for NAHASDA assistance. NAHASDA applicants not selected for admission will be placed on the NAHASDA waiting list. Applicants not selected through the NAHASDA process may be included in selection from the general eligibility pool, as well. However, because low-income households generally are less able to pay Fair Market rent, financial eligibility will be reviewed as part of selection.

General Selection. After NAHASDA selections are made, the remaining selections will be made as follows: two selections will be made from qualified applicants who placed their name on the initial waiting list maintained by NTC & the Ninilchik Senior Center, and two from the general pool of qualified applicants.

Priorities. Selected families will be matched to units of the appropriate size and special features. Bedroom size and special features will take priority over order of selection. For example, if only two bedroom units are left, a family with a single member usually will not be selected. If only one-bedroom units are left, a married couple with live-in aide will not be selected for that unit. In order to fill the units with special features, NTC has established a priority for persons with visual, hearing, or physical disabilities, which will apply until the two units with special features are filled. Handicapped/disabled applicants remain eligible for units that lack special features, and NTC will not discriminate against such applicants on any basis prohibited by law.

Qualified applicants who are not selected for Tovarish Manor may request placement on the NTC waiting list for later consideration. Applicants remain responsible for updating the information contained in their application, including current contact information, in order to remain



eligible for future consideration. Failure to keep the information current may result in being dropped from the waiting list or not being considered for a particular opening.

A “qualified” applicant is one whose application preliminarily indicates, prior to NTC verification, that they meet eligibility requirements, and who has fully completed the application. Partially completed applications will not be considered. All admissions are subject to verification and review of information provided, including income information. NTC’s receipt of an application, and its deeming the application complete or the applicant qualified, shall not vest any expectations or rights in an applicant nor shall it constitute admission to NTC’s program or housing.

3. Rent and Utility Requirements.

Monthly rent for Tovarish Manor units will include, at landlord’s cost, natural gas heat, hot water heating, and garbage pick-up. All other utilities, such as electricity, will be the tenant’s sole responsibility. The units are individually metered for electricity.

NAHASDA Rent: For participants selected for the two NAHASDA openings, rent will be established at not more than 30 percent of adjusted monthly household income. All household income must be fully verified and proved prior to a NAHASDA admission and move-in. The program will adopt a minimum rent level for family size, to ensure that the applicant’s rent will cover NTC’s utilities expenses, and that the household’s income is sufficient to pay for tenant utilities.

Fair Market Rent: For all other participants, rent will be established by NTC using a fair market affordability assessment, for size of unit. Estimated rents at this time: 2-bedroom \$732.00, 1-bedroom \$602.00. The final amounts for “Fair Market” rent will be announced at least 15 days before the date anticipated for the first move-in. To ensure that the family is capable of paying Fair Market rent each month, NTC may request additional information such as (1) credit report; (2) additional credit references; (3) completion of the full income questionnaire (Part II of the application, if not previously completed); (4) verification of income sources, (5) explanation of monthly expenditures. NTC will not admit an applicant for a Fair Market Rent unit unless s/he clearly establishes the ability to pay rent and utilities without hardship.

ADDITIONAL INFORMATION: Attached is the current HUD statement of median income for this area. If your household income falls at 80 percent or less of median income for your family size, you may qualify as “low income” under HUD guidelines. We recommend that you complete Part II of the application if your income is low, whether or not you would qualify for NAHASDA assistance.



Federal Income Limits For The Kenai Peninsula Alaska

Kenai Peninsula Borough Median Family Income \$64,600.00

Effective 02/13/2008

You must be at or Under the 80% Median Income to Qualify for Federal Program As Low-Income.

1. Person Household: \$38,200
2. Person Household: \$43,650
3. Person Household: \$49,100
4. Person Household: \$54,550
5. Person Household: \$58,900
6. Person Household: \$63,300
7. Person Household: \$67,650
8. Person Household: \$72,000

