



## **Income-Restricted Homeownership Lottery Application**

7 Summer Street Condominiums  
7 Summer Street, Somerville, MA 02144

Completed Applications with mortgage preapproval letters must be delivered no later than

**November 9, 2022**

Applications can be sent through the following:

Mail:

Maloney Properties, Inc.  
Attention: 7 Summer Street Lottery  
27 Mica Lane, Wellesley MA 02481

Email: [7summer@maloneyproperties.com](mailto:7summer@maloneyproperties.com)

Fax: 833-734-1491

**Only Mortgage Preapproval Letters and Proof of Local Residency/Employment are required with the application. Other supporting documentation such as proof of income, assets, etc. will not be required to be entered into the lottery.**

The income and asset eligibility screening process will be completed post-lottery.

Following the lottery drawing, the top applicants will then be screened for income, which must be under the maximum allowed based on the AMI for which they are applying for.

Free language assistance and reasonable accommodations available. For assistance and more information, please contact Maloney Properties, Inc 617-639-3064 Ext. 736 - US Relay 711 or email: [7summer@maloneyproperties.com](mailto:7summer@maloneyproperties.com)



Equal Housing Opportunity



This is an important document. If you require language interpretation, please call the management agent for this development directly.

Este es un documento importante. Si usted requiere interpretación de idioma, por favor llame directamente al agente de gestión para la propiedad.

这是一份重要文件，如果您需要翻译，请直接致电该物业的代理。

Este é um documento importante. Se precisar de interpretação de linguagem, favor chamar diretamente o agente de administração da propriedade.

Este é um documento importante. Caso você precise de interpretação de idiomas, por favor, ligue diretamente para o agente responsável por gerenciar a propriedade.

"Это важный документ. Если Вам необходима интерпретация языка, обратитесь, пожалуйста, непосредственно к административному агенту по поводу данного объекта."

Se yo dokiman enpòtan. Si ou bezwen sèvis entèpretasyon, tanpri rele ajan jesyon an, pou pwopriyete an, dirèkteman.

Questo è un documento importante. Se si ha bisogno di un interprete per la lingua, chiamare l'agente responsabile, per la proprietà, direttamente.

Đây là một tài liệu quan trọng. Nếu quý vị cần phiên dịch, vui lòng gọi trực tiếp cho đại lý bất động sản.

នេះជាឯកសារសំខាន់។ ប្រសិនបើអ្នកត្រូវការការបកប្រែភាសា,

សូមទូរស័ព្ទទៅភ្នាក់ងារ គ្រប់ គ្រងសម្រាប់ការអភិវឌ្ឍន៍នេះដោយផ្ទាល់។

## IMPORTANT:

You may only submit one application per household. Duplicate applications will be discarded and only one application per household will be accepted.

7 Summer Street Condominiums

### Affordable Homeownership Lottery

#### Head of Household:

<b>Name:</b>	
<b>Street Address:</b>	
<b>City:</b>	
<b>State:</b>	
<b>Zip Code:</b>	
<b>Email Address:</b>	
<b>Phone #:</b>	

#### Head of Household (2):

<b>Name:</b>	
<b>Street Address:</b>	
<b>City:</b>	
<b>State:</b>	
<b>Zip Code:</b>	
<b>Email Address:</b>	
<b>Phone #:</b>	

Maloney Properties will contact applicants by email and phone only. If an email address is not provided, we will send notifications through postal mail and follow up by phone.

Within an applicant pool first preference shall be given to households requiring the total number of bedrooms (in this instance there are only 4 two-bedroom units available, and 1 one-bedroom unit available) in the unit based on the following criteria:

1. There is at least one occupant per bedroom
2. A husband and wife, or those in a similar living arrangement, shall be required to share a bedroom. Other household members may share but shall not be required to share a bedroom.
3. A person described in the first sentence of shall not be required to share a bedroom if a consequence of sharing would be a severe adverse impact on his or her mental or physical health and the lottery agent receives reliable medical documentation as to such impact of sharing.
4. A household may count an unborn child as a household member. The household must submit proof of pregnancy showing they are in the 3<sup>rd</sup> trimester with the application
5. If the applicant is in the process of a divorce or separation, the applicant must provide proof that the divorce or separation has begun or has been finalized, as set forth in the application. If not divorced but separated - copy of a separation agreement; or if the applicant does not have a divorce decree or a separation agreement, documentation of residing in separate addresses (such as copies of leases). Where no such documentation exists of residing at separate addresses, a notarized affidavit from the parties (or party in the event it is not safe or possible for both parties to do so) that they are separating and will be residing at separate addresses as of a certain date.

**What is the total number of people in the household applying for the unit?**

**My Household Size is:** \_\_\_\_\_

Please complete the below chart for all household members that would be residing in the unit, including yourself:

Full Name	Age	Head of Household or Occupant	Relationship to Head of Household ( <i>i.e. Daughter, Son, Mother, Father, etc.</i> )
		Head of Household	


**What is a Household?**

- A “household” includes all persons who will reside in the condo you are applying for. A Household includes babies, children, teenagers and adults, regardless of their ability to earn or receive income;
- A household consisting of unrelated persons must have a documented history of living together leading up to June 30, 2022 and an intention of continuing to do so;
- A household which consists of ONLY full-time students (including PhD) is not eligible to apply;
- Applicants may not submit multiple applications as a member of multiple households;
- An unborn child is considered a household member if the mother is in her third (3<sup>rd</sup>) trimester of pregnancy at the time of the lottery date (08/11/22); And
- Minors under shared custody are considered household members if they live with the applicant at least 50% of the time. Adult dependents away for college as full-time students are considered household members. Legally married couples shall both be considered part of the household, even if separated. However, in situations where a household member is legally married to a spouse absent from the household (whether or not officially divorced or separated) and the absent spouse will not be moving into the inclusionary condo, the

applicant must provide current verification: (1) if divorced, a copy of a divorce decree; (2) if not divorced, a copy of a separation agreement; (3) if the applicant does not have the documentation in #1 or #2, documentation of residing in separate addresses (such as copies of leases). Where no such documentation exists of residing at separate addresses, a notarized affidavit from the parties (or party in the event it is not safe or possible for both parties to do so) that they are separating and will be residing at separate addresses as of a certain date. Without any of the above verification, the ex-spouse will be considered part of the household and their income and assets will be counted in determining income eligibility, even if they do not plan on residing there.

**Race & Ethnicity (Optional Disclosure):**

This response is for the race and ethnicity of the head of household only. There is no penalty for persons who do not complete this section of the application. This information will only be used in aggregate, for the purposes of reporting and analysis.

**Please check all boxes that apply:**

- Alaskan Native and Native American
- Asian
- Black or African American (not of Hispanic origin)
- Hispanic or Latino
- Native Hawaiian or Pacific Islander
- White (not of Hispanic origin)
- Other (please specify): \_\_\_\_\_

**First Time Homebuyer Requirement:**

Households must be first-time home buyers.

A first-time homebuyer cannot own a home or an interest in a home in the preceding three years, including a trust.

Exceptions to this include:

- (i) Any individual who is a displaced homemaker may not be excluded from consideration as a First-time Homebuyer under this definition on the basis that the individual, while a homemaker, owned a home with his or her spouse or resided in a home owned by the spouse.
- (ii) Any individual who is a single parent may not be excluded from consideration as a First-time Homebuyer under this definition on the basis that the individual, while married, owned a home with his or her spouse or resided in a home owned by the spouse.
- (iii) Any individual who is a member of a Household in which one member is aged fifty-five (55) years or older may not be excluded from consideration as a First-time Homebuyer under this definition.
- (iv) An individual may not be excluded from consideration as a First-time Homebuyer under this definition on the basis that the individual owns or owned, as a principal residence during the 3-year period before the purchase of the an Affordable Dwelling, a dwelling unit whose structure is (x) not permanently affixed to a permanent foundation in accordance with local or other applicable regulations; or (y) not in compliance with State, local, or model building codes, or other applicable codes, and cannot be brought into compliance with such codes for less than the cost of constructing a permanent structure.

**Are you a first-time homebuyer?**

Yes

No

### **Local Preference:**

**Do any household members meet the criteria for the local preference?**

Yes

No

### **Local Preference for Current Residents**

In order to qualify for this preference, applicants must verify their residency by providing one (1) of the following documents with their name and Somerville address and dated within 30 days from the date the completed pre-lottery application is submitted:

- Signed Lease
- Voter Registration
- Utility Bill (electric, gas, oil, cable, etc) – MUST be dated within 30 days
- Current Bank Statement
- If a lease cannot be provided, a signed & dated letter by landlord identifying the applicant, address & proof of ownership may suffice in some instances.
- Letter from a shelter
- Notarized letter signed under the pains and penalties of perjury from lease holder verifying sub-tenancy and including lease of lease holder

### **Local Preference for Full-Time employees in Somerville**

In order to qualify for this preference, applicants that work full-time in Somerville, a household member must provide a paystub, dated within 30 days.

If a paystub cannot be provided, a letter of employment by the applicant's Human Resources Director or Payroll Director on company letterhead with contact information may be provided. The letter must state the employee's name, location of employment & the number of hours working in Somerville per week. The letter must be dated within 30 days from the date the completed pre-lottery application is submitted. Somerville work preferences may not be granted for households providing co-working spaces as verification of employment in Somerville.

### **Local Preference for Recently Displaced Residents of Somerville**

In order to qualify for this preference, at least one (1) member of the household must provide one (1) the following documents to establish Somerville residency within the preceding two (2) years from the time of the lottery eligibility and suitability screening:

- Cell phone bill
- Cable bill
- Internet bill
- Gas bill
- Oil bill
- Electric bill
- Water bill
- Bank statement
- Renters insurance bill
- Car insurance bill
- Public benefits letter (e.g. SSI, SSP, Medical, TAFDC, Unemployment, etc.)
- Expired signed lease
- Notarized letter from landlord confirming applicant tenancy with proof of ownership
- Notarized letter from lease holder verifying sub-tenancy and including lease
- School record for child/children (under 18 years of age) with address
- Section 8/or other rental voucher program rent share letter or agreement
- No fault notice to quit
- No fault notice of lease non-renewal
- Inspectional Services Department- Health Division letter acknowledging unit deemed uninhabitable

**Income Information:**

The maximum income limits are as follows:

<b>Household Size</b>	<b>&lt;80% AMI</b>	<b>81%-110% AMI</b>
1	\$78,300	\$78,301 - \$107,954
2	\$89,500	\$89,501 - \$123,376
3	\$100,700	\$100,701 - \$138,798
4	\$111,850	\$111,851 - \$154,220
5	\$120,800	\$120,801 - \$166,558
6	\$129,750	\$129,751 - \$178,895

*2022 Area Median Incomes for the Boston, Cambridge, Quincy, MA-NH HMFA.*

**Please list all household members and income below:**

Household Member Name	Estimated Current Annualized Gross Income

- Please include income for any full-time students over age 18.
- Additional sources of income can include child support, alimony, pensions, Social Security benefits, etc.

When self-employment income is sporadic or based upon commission, the projection of household income currently shall be based upon historical data unless:

(1) The household can demonstrate and verify that it has experienced a change in circumstances that is a reliable indicator that its income has decreased and that the historical data is not a reasonable basis for projecting household income; or

(2) Documentation indicates that the household has experienced a change in circumstance that is a reliable indicator that its income has increased and that the historical data is not a reasonable basis for projecting household income.

b. When self-employment income is sporadic or based upon commission and there is no record of self-employment from the last year in which tax returns were filed, the projection of household income will be based solely upon the reliable year-to-date documentation.

**Medical Expense Income Exclusions:**

a. Medical expenses, including insurance costs, do not qualify as an excludable expense, e.g., an expense that may be used to reduce income.

b. If another family member is providing regular monthly payments to help with medical expenses, including insurance costs, that payment is a qualified medical reimbursement and does

qualify for income exclusion. Child support designated for medical expenses shall be treated in the same manner; it shall be excluded from income.

**Asset Information:**

**Assets cannot exceed \$75,000**

First & Last Name of Household Member	Balance	Type of Account (Checking, Savings, Stocks, Investments, 401K, Etc.)
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

- All assets must be disclosed and listed on the application.
- Asset includes: checking, savings, stocks, 401Ks, IRAs, investment, retirement, certificate of deposit (CD), property, down payment gift amount etc.
- If a potential purchaser divests him/herself of an asset for less than full and fair cash value of the asset within two years prior to application, the full and fair cash value of the asset shall be included for purposes of calculating eligibility.

Please note the Maloney Properties reserves the right to request additional documentation after reviewing the application. Failure to provide any additional documentation requested by Maloney Properties by the given deadline will result in your application not being entered into the lottery.

In carrying out this marketing program and buyer selection process, neither the Owner nor its Lottery Agent will discriminate based on race, color, creed, religion, sex, familial status, sexual orientation, national or ethnic origin, handicap, citizenship, ancestry or marital status, public assistance, gender identity or any other basis prohibited by law.

Disabled persons are entitled to request a reasonable accommodation in rules, policies, practices,

or services, or to request a reasonable modification in the housing, when such accommodations or modifications may be necessary to afford a person with disabilities an equal opportunity to use and enjoy the housing.

**Questions:**

Maloney Properties' staff is available to answer any questions during the process. Please feel free to contact us through the following methods:

**Email:** [7summer@maloneyproperties.com](mailto:7summer@maloneyproperties.com)  
**Phone:** 617-639-3064 Ext. 736| US Relay 711  
**Website:** [www.7SummerLottery.com](http://www.7SummerLottery.com)

**Signature Clause:**

I understand that the Lottery Agent is relying on this information to prove my household's eligibility. I certify that all information and answers to the above questions are true and complete to the best of my knowledge. I consent to release the necessary information to determine my eligibility. I understand that providing false information or making false statements may be grounds for denial of my application.

I authorize my consent to have the Lottery Agent verify the information contained in this application for purposes of proving my eligibility for occupancy. I will provide all necessary information and expedite this process in any way possible. I understand that my income must be eligible to be entered the lottery.

I further consent to this information being shared with the Somerville Community Land Trust, Inc. and the City of Somerville's Housing Division in the course of income eligibility review.

**All ADULT household members must sign below:**

<b>Signature</b>	<b>Date</b>
<b>Signature</b>	<b>Date</b>
<b>Signature</b>	<b>Date</b>

## **Policy for Rental of Affordable Deed-Restricted Homeownership Units**

Because your unit is restricted, it must be your principal residence and therefore may not be rented or leased without prior written consent by the Somerville Community Land Trust, Inc.

If a homeowner of an affordable deed-restricted unit wishes to rent out their unit, they must submit a written request to the Somerville Community Land Trust, Inc for consideration. The notice must state the reason for the request; the approximate term of the leasing arrangement; and a summary of the monthly carrying costs for the unit, such as mortgage payment, water bill, condo fees and any other costs that will be paid by the homeowner.

In making a determination for eligibility to rent a homeownership unit, the Somerville Community Land Trust, Inc will consider the circumstances, including, but not limited to:

Health and Safety concerns  
Domestic Violence situations  
Temporary Job Relocation  
Military Service

In the event that the Somerville Community Land Trust, Incn does approve the rental of an affordable homeownership unit, it must be rented to an income-eligible household. The homeowner must submit documentation about the renter to ensure that the tenant's income is no more than 80% or 100% of Area Median Income, based on the applicable restrictions. This documentation shall include:

- Last Year's Tax Returns and W-2
- Last 3-5 paystubs for all household members earning income
- Statements for all assets
- Documentation of any other additional income such as Social, Security, Child Support or Unemployment.

In addition, the unit must not be rented for more than the carrying costs of the Property. The owner must submit evidence to the Somerville Community Land Trust, Inc that the proposed rent does not exceed carrying costs, as well as a copy of the Condominium Association Documents.

Before marketing the unit, the Somerville Community Land Trust, Inc must approve all advertising and marketing materials, including placement in newspapers, online listing sites, or any other method of outreach.

Permission to rent is granted on a temporary basis not to exceed one year. If a homeowner needs an extension of the lease term, they must make the request in writing.

The Somerville Community Land Trust, Inc will notify the homeowner of its decision in writing, including, if approved, the maximum rent level that may be charged. The

Somerville Community Land Trust, Inc must also review any potential tenants to determine income eligibility.

Permission from the Somerville Community Land Trust, Inc does not override any policies that the Condo Association may have regarding rental of ownership units. Please contact your Condominium Association to determine if rental is allowed.

Items that the Homeowner must submit for approval:

- Letter stating 1) reason for rental request; 2) the approximate term of the proposed lease; 3) a summary of the monthly carrying costs for the unit, including the mortgage payment, water bill, condo fees and any other costs that will be paid by the owner.
- Proof of the Carrying costs
- Copy of the Condominium Documents
- Copy of proposed advertising and marketing materials
- Documentation of Income-eligibility of the Tenant
- Copy of the lease or rental agreement

Policy effective August 10, 2011.