Who is a qualified former site tenant (FST)?

Individuals qualify as FSTs if they lived in the Seward Park Extension Urban Renewal Area (SPEURA), between the years of 1965-1973. SPEURA is bounded by Delancey Street to the north, Grand Street to the south, Essex Street to the west and Willet Street to the east. Please see the map of SPEURA and the specific range of addresses in SPEURA below.

If you lived in the outlined area between 1965 and 1973, you may be eligible for the former site tenant (FST) preference.

RANGE OF ADDRESSES WITHIN SPEURA		
Attorney St. (29-83 odd)	Delancey St. (115-229 odd)	Pitt St. (2-44 even)
Attorney St. (24-78 even)	Essex St. (56-96 even)	Suffolk St. (39-85 odd)
Broome St. (109-225 odd)	Grand St. (356-498 even)	Suffolk St. (38-92 even)
Broome St. (116-226 even)	Norfolk St. (47-95 odd)	Ridge St. (25-69 odd)
Clinton St. (123-167 odd)	Norfolk St. (48-96 even)	Ridge St. (16-72 even)
Clinton St. (118-162 even)	Pitt St. (1-43 odd)	Willet St. (1-45 odd)

If I qualify as a FST, am I guaranteed to get an apartment?

No, the FST preference category does not guarantee you an apartment. Qualified FSTs and current residents of Community Board 3 will receive preference for 50% of the affordable units across the entire project. Qualifying for the preference affects only the order in which you will be processed - all applicants will be required to meet the same income and other eligibility criteria, which will be detailed on the advertisement and application once each building's marketing commences.

Each Essex Crossing building will have its own lottery. You will be able to identify yourself as a FST on the lottery application. During the lottery process, if your application log number is reached, you must still meet family income, family size and additional selection criteria.

Also, the preference can only apply once for each former site household; if multiple members of the same former household apply for different Essex Crossing apartments, only one applicant from the household will receive the preference.

I was a child when my parents were relocated. Do I qualify?

Yes, you qualify as a FST if you resided in the SPEURA boundaries between the years of 1965-1973, and can provide government-issued documentation that a parent or guardian lived there during that time.

What documents do I need to prove that I am a qualified FST?

If you believe that you meet the definition of a FST, you will need to provide government-issued documentation that includes your name and former address within the SPEURA boundaries, between the years of 1965-1973.

You may provide a government-issued document that:
- includes your name;
- lists your address within SPEURA (see chart at left); and,
- indicates that you resided at this address at any date between January 1,1965 and December 31, 1973.

Additionally, if you resided within SPEURA while you were under 18 years of age, we will assume that you resided with your parent(s) or guardians(s) until you turned 18. This means that, as an alternative to providing a government-issued document as described above, you may also provide a government-issued document that:
- includes a parent or guardian's name;
- lists your parent or guardian's address within SPEURA (see chart at left); and
- indicates that your parent or guardian resided at this address at any date between January 1, 1965 and December 31, 1973.

If you are relying on relying on a parent or guardian's government-issued document, you must:
- have been under 18 as of the date that the government-issued document indicates your parent or guardian resided at their address within SPEURA (see chart at left); and,
- demonstrate that your parent or guardian was your parent or guardian through a birth certificate or other means.

In addition, HPD has identified existing records to help confirm the former site tenant status of some households.

Where I can find government-issued documents that meet the criteria described above?

Begin by searching through any government-issued documents that you have in your possession. If you do not have any government-issued documents that meet the required criteria, you may find the sources below helpful. Please note that the following list is not exhaustive and that we will accept government-issued documents from other sources.

Birth Certificates

Long-form birth certificates should contain the address of at least one parent. Birth certificates from 1910 to present day can be ordered from the NYC Department of Health and Mental Hygiene. Fees are $15 per certificate. It can take up to 30 days to receive a birth certificate if you order one through the mail. Alternatively, you may order one in-person for an additional fee of $2.75. If you order in-person, you should receive the birth certificate the day it is requested. Refer to this website for ordering instructions: http://www.nyc.gov/html/doh/html/services/vr-birth-general.shtml

Marriage Certificates

Marriage certificates should contain the address of each spouse at the time of marriage. Marriage certificates can be requested from the Office of the City Clerk for a fee of $15. If you are ordering your parents' marriage certificate, you may do so with the consent of one parent. If both parents are deceased, you will need to present both of their death certificates. However, if the marriage certificate is older than 50 years, it is considered a public record and can ordered without consent or proof of death. Refer to this website for ordering instructions: http://www.cityclerk.nyc.gov/html/marriage/records.shtml

List of Enrolled Voters

The New York Public Library maintains an archive of voter registration information, including the New York City Record's Registry of Enrolled Voters and the Board of Elections List of Enrolled Voters. Both of these records will contain a registered voter's name and address for the election year or years that the records cover. In order to look up a voter's registration information, you first need to determine what Election District a voter resided in. This can be determined by looking at Assembly District maps. Once an Election District is determined, voter registration information can be looked up by either by a voter's last name or their address.

New York City Record's Registry of Enrolled Voters, the Board of Elections List of Enrolled Voters, and Assembly District maps can be requested through the New York Public Library's online card catalog for delivery to certain libraries through this website: http://catalog.nypl.org/

Note: The NYC Board of Elections only keeps a record of a voter's current address and immediate former address. As a result, you are more likely to find useful information through the archives maintained by the New York Public Library.

Social Security Applications

A social security application, known as an SS-5 form, will contain an applicant's current address at the time they applied for social security. Fees start at $27 per application. To request a copy of your own social security application, it is easiest to call the Social Security Administration directly at: 1-800-772-1213. An online form to for requesting a deceased individual's social security application is available here: https://secure.ssa.gov/apps9/eFOIA-FEWeb/internet/main.jsp

Passport Applications

Passport applications should contain an applicant's current address at the time they applied for a passport. Passport records can be ordered from the US Department of State for no fee. Refer to this website for ordering instructions: http://travel.state.gov/content/passports/en/passports/services/obtain-copies-of-passport-records.html

Military Records

If you or a parent or guardian served in the military, it is possible that military records may contain useful information. Records vary widely depending on length and type of service. Most can be ordered for no fee. Refer to this website for ordering instructions: http://www.archives.gov/veterans/military-service-records/

NYC Department of Education Transcripts and Records

Former student records are tagged for destruction when former students reach the age of 60. In general, the records most likely to be retained for the longest period of time are high school transcripts, which should contain a former student's then-current address. There is typically not any fee for obtaining these records. Refer to this website for ordering information: http://schools.nyc.gov/RulesPolicies/StudentRecords/Transcripts/default.htm#former

NYC Department of Housing Preservation & Development

NYC HDC NEW YORK CITY HOUSING DEVELOPMENT CORPORATION

ESSEX CROSSING

Essex Crossing is an unprecedented development project comprised of 1.9 million square feet of residential, commercial, and community space. The nine sites are located on six acres of land and have remained mostly vacant since 1967, representing one of the most significant urban renewal developments in the history of New York City. Phased construction began in 2015 and is is expected to be completed by 2024. Please go to www.essexcrossingnyc.com for more information.

This document addresses many inquiries about to apply for housing at Essex Crossing.

MAP: SITES 1-6

Are the apartments for sale or for rent?
Overall, a total of over 1,000 units are expected to be developed, in phases. Of the total units, it is projected that 50% (500+ units) will be affordable rental units. A portion will also be affordable condominiums.

How much will the condo units cost?
Estimated prices and income limits will be published in the project advertisement.

When will the apartments be available?
The buildings in the first phase of the development project are expected to be completed in 2017 and 2018, with a total of about 550 total housing units; approximately 300 will be affordable. You will be able to apply once the advertisements are published (anticipated to start in early 2017). Online applications will be accepted through NYC Housing Connect (www.nyc.gov/housingconnect).

PHASE 1 PROJECTIONS				Sample 2016 Income Equivalent Range*	
Site	Affordable Housing Type	# of Affordable Units	Affordability Level (AMI)	Family of 1	Family of 4
1	Condo	11	110%	$69,850	$99,660
2	Rental	98	40%	$25,400	$36,240
			60%	$38,100	$54,360
			110%	$69,850	$99,660
			155%	$98,425	$140,430
5	Rental	104	40%	$25,400	$36,240
			60%	$38,100	$54,360
			110%	$69,850	$99,660
			155%	$98,425	$140,430
6	Rental	100	40%	$25,400	$36,240
			60%	$38,100	$54,360
			80%	$50,800	$72,480

*Income limits are based on how the Department of Housing and Urban Development (HUD) calculates the Area Median Income (AMI) of the New York City region. Income limits are calculated annually and therefore subject to change on a yearly basis. The AMI for 2016 is $90,600 for a family of four.

NYC Department of Housing Preservation & Development

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ESSEX CROSSING

Housing Application Process

View the lottery advertisement
Each building at Essex Crossing will have its own lottery. When a building is ready to accept applications for affordable housing, an advertisement is posted online on NYC Housing Connect (www.nyc.gov/housingconnect) as well as in local newspapers. The advertisement shows the ranges of eligible incomes and household sizes and the application deadline.

How do I apply for an affordable unit?

Apply online
Create an account on www.nyc.gov/housingconnect. Make sure your profile is updated and accurate each time you log on, then apply to development(s) of your choice.

Apply through the mail
You don't need a computer to apply. Check the property advertisement, which tells you how to request a paper application by mail. Remember to sign your application and mail it before the deadline date.

Your chances of being selected in a lottery are the same, whether you apply online or by mail.

Is the application available in languages other than English?
Yes. You may apply online through Housing Connect in English, Spanish, Chinese, Russian, Korean, Haitian Creole, and Arabic. You may also request a paper application in one of these languages by following the instructions on the project advertisement.

How do I know if I am eligible for an affordable unit?

You may be eligible if your combined household income is between the development's minimum and maximum limits, and your household size matches an available unit size.

During the screening process, the developer also will review applicants' credit and criminal background information.

What size apartment would I qualify for?

The apartment size that you may qualify for depends on your household size and income at the time of application.

UNIT SIZE	Studio	1-Bedroom	2-Bedroom	3-Bedroom
HOUSEHOLD SIZE (# of people)	1	1 2	2 3 4	3 4 5 6

What groups receive preference in the lottery?
Five percent of units are designated for applicants who are mobility disabled, and two percent for applicants with hearing and/or vision disabilities.

You may receive preference if you...
- are a former site tenant (see Former Site Tenant Guidance, p. 1-2).
- currently live in Community Board District 3.
- work for the City of New York.

After the above preferences, applicants who live in New York City are processed before non-city residents.

What happens after I apply?

After the deadline, all of the applications are put into a random order. The developer begins reviewing them (beginning with those who meet preferences) and contacting applicants.

The development may receive tens of thousands of applications. You may hear about the status of your application within two to ten months after the deadline. However, because so many applications are received, you may not be contacted if your log number is not reached.

If I am invited to an interview, what do I need to know?

If you are selected, the developer will invite you to an interview to verify that you meet eligibility guidelines. You will be asked to bring copies of birth certificates, IDs, pay stubs, tax returns, proof of address, and other detailed documentation for each member of your household. All adults in your household must attend the interview.

If you are eligible, you may be invited to sign a lease. You might also be placed on a waiting list if there aren't any units available.