

APPLICATIONS AND TENANCY ADMINISTRATION DEPARTMENT MANUAL

EXHIBIT M – TABLE A - PREFERENCES AND PRIORITY CODES - PUBLIC HOUSING PROGRAM

PRIORITY CODE	WORKING FAMILY PREFERENCE	PERMISSIBLE CHOICE*
W1	INCOME TIER III - between 51% - 80% of area median income	DEVELOPMENT
W2	INCOME TIER II - between 31% - 50% of area median income	DEVELOPMENT
W3	INCOME TIER I - below 30% of area median income AND Meeting definition of "Working Family"	DEVELOPMENT
PRIORITY CODE	NEED BASED PREFERENCE	PERMISSIBLE CHOICE
N0	HASA/HPD/HHC/ACS – Referred By City Agency Directly to ATAD’s Director’s Office	BOROUGH
N1	VICTIM OF DOMESTIC VIOLENCE**	BOROUGH
N2	INTIMIDATED WITNESS** - Referred by Prosecutorial or Law Enforcement Agency to NYCHA’s Social Services Department	BOROUGH
N3	GOVERNMENT VACATE – Referred By Government Agency Directly to ATAD’s Director’s Office	BOROUGH
N4	WORKING FAMILIES HOMELESS (residing in Hotels used by the City, Shelter or Street Homeless)	DEVELOPMENT
N4	WORKING FAMILIES NO FAULT COURT ORDER OF EVICTION	DEVELOPMENT
N4	OTHER WORKING FAMILY HOMELESS (Only if required to leave their current housing within six months and unable to return to previous residence): <ul style="list-style-type: none"> • NURSING HOME or ADULT HOME • HOSPITALIZED APPLICANT (Including Mental Health Facilities) • TRANSITIONAL HOUSING FOR UNWED MOTHERS, etc. (Transitional housing does not include correctional, inpatient drug or alcohol programs.)	DEVELOPMENT
N4	WORKING FAMILY WITH RENT HARDSHIP (More than 50%)	DEVELOPMENT
N4	WORKING FAMILY RESIDING IN SUBSTANDARD HOUSING <ul style="list-style-type: none"> A. EXTREMELY OVERCROWDED B. SUBSTANDARD HOUSING (5 Points Minimum) C. MOBILITY IMPAIRED and RESIDING in INACCESSIBLE HOUSING 	DEVELOPMENT
N4	WORKING FAMILIES LEGALLY DOUBLED UP and OVERCROWDED IN NYCHA PUBLIC HOUSING	DEVELOPMENT
N4	WORKING FAMILY VICTIM OF HATE OR BIAS CRIME	DEVELOPMENT
N5	NON-WORKING FAMILY (meeting same criteria as priority N4)	DEVELOPMENT
N8	<ol style="list-style-type: none"> 1. Family does not reside or work in New York City or have a commitment for a job in NYC. 2. Family does not qualify for a Need Based preference and is NOT the lessee or co- lessee of a NYCHA development or NYCHA Section 8 apartment. 	NONE
N9	<ol style="list-style-type: none"> 1. Applicant IS the lessee or co-lessee of a NYCHA development apartment 2. Applicant IS the lessee or co-lessee of a NYCHA Section 8 apartment 	NONE

***All families requiring a 7 room apartment or larger will receive a borough choice regardless of priority.**
****Victim of Domestic Violence and Intimidated Witness applicants will not be offered an apartment near the residence which they resided at the time of the abuse/incident, and such applicants in Staten Island may not select Staten Island.**

EXHIBIT M – TABLE B – WORKING FAMILY DEFINITION
PUBLIC HOUSING PROGRAM

DEFINITIONS OF "WORKING FAMILY"

A "Working Family" is defined as any of the following:

- a. A Tier III or Tier II family, regardless of income source.

If family income includes public assistance, the actual amount received should be added to the non-public assistance income to determine whether the family is a Tier III or Tier II "Working Family".

- b. A Tier I income family and income is based on actual employment of any family member. Workmen's Compensation and Unemployment Benefits are considered employment income.
- c. A Tier I income family and the head of household AND spouse are both 62 years of age or older.
- d. A Tier I income family and the head of household AND spouse are both receiving Social Security Disability, Supplemental Security Income (SSI), disability benefits, or any other payments based on an individual's inability to work.
- e. A Tier I income family and the head of household AND spouse meet a combination of either age or income requirements (e.g., the head of household is 62 or older and the spouse is less than 62 years old but receives disability benefits).
- f. A Tier I income and the "**sole member**" is 62 years old or older.
- g. A Tier I income and the "**sole member**" is receiving Social Security Disability, Supplemental Security Income (SSI), disability benefits, or any payments based on an individual's inability to work.

A "**sole member**" is defined as a one person family and/or single parent household.