

THE RESIDENCES HAWTHORNE

AT ST JAMES LOFTS

Thank you for applying for The Residences at St. James or Hawthorne Lofts!!

This packet includes the instructions for completing the pre-application, what is being screened prior to placement on the waitlist, and the list of documents you will need when it is time to be interviewed for the apartments.

- ☐ **Please read the instructions carefully before completing the application**
 - This will ensure a timely processing of your application for the waitlist.
- ☐ This application is for the lottery. Once the application period has closed, we will conduct a lottery drawing.
 - What you will “win”: a place on the waitlist.
- ☐ **Do not send ANY of the documents on the document list in with your application.**
 - We include this list so you can begin to gather the documents required when you are interviewed.

We very much look forward to meeting with you!!

The Peabody Properties Team



Rent and Income Limits

Residences at St. James				
Bed	# Apts	Gross Rent	Income Limit	Min Income
Studio	5	30% of Income	30%	N/A
1 BR	3	30% of Income	30%	N/A
Studio	6	\$1,610	60%	\$48,300
1 BR	16	\$1,725	60%	\$51,750
2 BR	2	\$2,070	60%	\$62,100
All Utilities Included in Rent				
Hawthorne Lofts				
Bed	# of Apts	Gross Rent	Income Limit	Min Income
Studio	3	30% of Income	30%	N/A
1 BR	3	30% of Income	30%	N/A
2 BR	4	30% of Income	30%	N/A
Studio	4	\$1,610	60%	\$48,300
1 BR	10	\$1,725	60%	\$51,750
1 BR	5	\$1,975	80%	\$59,250
Rent includes Heat and Hot Water				

Maximum Income			
Household Size	30% AMI	60% AMI	80% AMI (For Hawthorne Only)
1	\$34,260	\$68,520	\$91,360
2	\$39,180	\$78,360	\$104,480
3	\$44,070	\$88,140	
4	\$48,960	\$97,920	

← Your Full Name
← Address Line 1
← Address Line 2
← City State Zip
← Your Email
← Case Manager Email if any



Hawthorne Lofts and St James Residences Lotteries
c/o HousingWorks, Inc.
P.O. Box 231104
Boston, MA 02123-1104

Application is for Two lotteries

- St. James lottery closes **May 30, 2025**
- Hawthorne Lofts lottery closes **July 11, 2025**

This application will not be valid after July 11, 2025.

Four Ways to Apply: Only Pick One!

Fold on this line _____

You can apply using your cell phone (this is the fastest way).



- Open the camera on phone.
- Aim the camera at the QR code at left.
- Open with your browser.
- Select your language at top right
- It's secure, safe and fast.

... or, you can apply on your computer.

- Go to this URL - bit.ly/3EE8x8J

... or, you can mail this paper application to the address below.

- Hawthorne/St James Lotteries c/o HousingWorks, P.O. Box 231104, Boston, MA 02123-1104

...or, you walk this completed application to:

- Hawthorne/St James Lotteries - Peabody Properties 536 Granite St, Braintree MA 02184
781-664-9353

Staff: Enter Date/Time Stamp at Left

Hawthorne Lofts and Residences at St. James - Lottery Application

Hawthorne Lofts & Residences at St. James Affordable Rental Preliminary Lottery Application

Please see Application Instruction sheet, next page.

Studio, 1, and 2 BR units

Please check every box below that fits your household's circumstances:

- ☐ Head of Household or spouse is 62 years of age or older. (Requirement for St. James lottery)
- ☐ One or more Household members is an Artist (Artist Preference for Hawthorne Lofts - non-artists may also apply! (see last page)
- ☐ Are you affected by Domestic Violence, Sexual Assault, or Stalking?
- ☐ Disabled - 1 or more members has a physical or mental impairment that substantially limits one or more major life activities, has a record of, or is perceived as having such an impairment. If so, please specify below:
- ☐ Mobility (wheelchair accessible) ☐ Hearing-Impaired ☐ Vision-Impaired Other please specify: _____
- ☐ Applicant/Household is a client of DMH or DDS.

Applicant's Name: _____ SS# _____ - _____ - _____ DOB mm-dd-yyyy _____ Age _____
Address Line 1: _____ Town _____ State _____ Zip: _____
Home #: _____ Work #: _____ Cell #: _____ Email: _____

Co-Applicant's Name _____ SS# _____ - _____ - _____ DOB mm-dd-yyyy _____ Age: _____
Co-Applicant's Address Line 1: _____ Town _____ State _____ Zip: _____
Home #: _____ Work #: _____ Cell #: _____ Email: _____

Household Table Instructions: Income must be reported for all household members over 18.

Total gross income must include income from all sources such as employment, investment income, social security, child support and alimony, etc.

	Household Members	Relationship	Gross Annual Income	Source(s) of Income	Value of Assets	FullTime Student
1	Applicant	Head of Household				
2	Co-Applicant					
3						
4						

RENTAL ASSISTANCE: Do you have any rental assistance i.e., Section 8 Mobile Voucher, MRVP (Mass Rental Voucher Program) or AHVP Rental Voucher Program? If yes, what type? _____ What agency issued the voucher: _____

Yes No
☐ ☐

EQUAL OPPORTUNITY / FAIR HOUSING INFORMATION

The following information will be required by the Federal Government to monitor this owner / management agent's compliance with Equal Housing Opportunity and Fair Housing Laws. The law provides that an applicant may not be discriminated against on the basis of the information supplied below whether or not the information is furnished.

RACE OR NATIONAL ORIGIN (Your response to this section is voluntary)

- ☐ Not - Hispanic /Latino ☐ Native American or Alaskan Native ☐ Black / African American
- ☐ Hispanic / Latino ☐ Asian ☐ White / Non-Minority
- ☐ Native Hawaiian or Pacific Islander ☐ Other

I understand and grant permission for all of the above information to be verified by the owner / agent. I further understand and grant permission to authorize a credit bureau service to make any consumer report and investigative consumer report, whereby information is obtained through public records, personal or telephonic interviews with my neighbors, friends, or others with whom I am acquainted. This inquiry may include information as to my character, credit worthiness, credit standing, and credit capacity. I understand that I have the right to make a written request within a reasonable period of time to receive information about the nature and scope of any such report that is made.

Please read each item below carefully before you sign.

- I hereby certify that the information provided in this Lottery Rank application is correct to the best of my knowledge.
- I understand that this is a Lottery Rank application and the information provided does not guarantee housing.
Additional information and verifications will be necessary to complete the standard application process
- I understand that my household may submit ONLY ONE application for both lotteries, and that duplicate household applications will disqualify me.

Hawthorne and St James are two separate lotteries: Are you interested in applying to both lotteries? Check one or both boxes below:

- ☐ Hawthorne Lofts contains Studio, 1BR, and 2BR units, and includes Artist Studio space for rent.
- ☐ St. James Residences contains Studio, 1BR, and 2BR units and Head of Household or spouse must be 62 years of age or older to qualify.

Applicant's Signature

Date

Co-Applicant Signature

Date



Preliminary Lottery RENTAL Application Instructions

Please read this notice in full before completing in your application.

Additional information and applications are available by calling Peabody Properties, Inc. at **781-794-1000**

Eligibility Criteria

1. Your total household income and assets must be within the required limits.
 - **Include as income:** income of all household members 18 years of age and older, including gross income from employment, including overtime; bonuses and commissions; pensions; annuities; dividends; interest on assets; social security; social security supplement; alimony and child support; veterans' benefits; unemployment and disability compensation; welfare assistance; regular gifts; etc.
 - **Include as assets:** the current value of all savings, checking and investment accounts (including retirement and educational accounts), real estate, investment property, etc. (Do not include automobile(s) and other personal property.)
2. Divestment of assets within one year of application for less than full value and fair cash value will be included for imputation of income at full and fair value.
3. Your household size and composition must be appropriate for the unit size.
4. You must be credit-worthy and have sufficient income to afford the rent. Generally, you should be paying no more than 40 percent of your gross income to rent or have assets equal to at least two years of rent.
5. You have not committed any fraud in connection with any federal or state housing assistance program, and you do not owe rent or other amounts in connection with housing assistance.
6. You intend to reside in the development as your primary residence.
7. Note: Individuals with a financial interest in the development and their families are not eligible to apply.

Application Process

You must fill out the application completely and return postmarked by the Lottery deadlines to Peabody Properties, Inc., Hawthorne and St James Lotteries, 536 Granite Street, Braintree, MA 0218

PLEASE NOTE: If unsigned or incomplete, your Preliminary Application will be rejected.

1. Information provided on this Lottery Application will be treated as confidential.
2. All information provided will be verified. If you have intentionally falsified information, your application will be rejected.
3. Your household can file only one application, and no household member can appear on more than one application.
4. Preliminary Applications will be reviewed as quickly as possible. You will be notified by mail of receipt of your application, your application number, and your eligibility for the rental housing lottery.
5. The lottery consists of a random on-line selection of eligible application numbers. The order in which your number is drawn, plus your preference category, if any, determines your ranking for a particular unit type.
6. Priority for the accessible units will be for families which require physical accommodations.
7. If your Lottery Rank Application indicates that you have a high likelihood of being offered a unit, you will be required to attend an interview and complete a Rental application.
8. If you are disabled and require an accessible unit, an extra bedroom for equipment or for a Personal Care Attendant, a reasonable modification of the housing, or a reasonable accommodation of rules, policies, practices, or services, please include a letter from your primary health care provider explaining such special requirements.
9. The Lottery will be held on a date to be announced. All Applicants are encouraged, but not required, to witness the Lottery drawing.

It is unlawful to discriminate against any person because of race, color, religion, national origin, gender, disability, familial status, marital status, sexual orientation, genetic information, veteran/military status, and receipt of public assistance, ancestry, age, gender identity or other basis prohibited by federal, state, or local law.

I understand that in order to qualify for a unit, the waitlist administrators will evaluate my household in the following ways: (you must fill in ALL these circles)

- References from landlords or non-traditional housing (such as shelters) in the last five years or from the last two successive tenancies, or living arrangements, or other officials at other places of residence, whichever is greater.
- Credit references furnished by a credit bureau. Information considered should not be more than five (5) years old.
- Personal references.
- Record of prior criminal history including sex offender search; a Verification of income and assets from a present employer, appropriate agency, financial institution, or other appropriate party.
- Credit Check

Artist Preference (Hawthorne Lofts Only)

This preference shall be a building-specific preference for 13 Hawthorne Blvd only, based solely on an artist preference, whereby the Head of Household must be verified as a person who is active as an artist (whether working or otherwise). All residents must income-qualify and will be verified by the Peabody Properties' Compliance Department.

Meeting the definition of an Artist, as defined below, gives an individual priority over non-artist applicants.

Artist is defined as follows:

- A person who has a commitment to and/or participation in the arts beyond that of a hobby. This does not mean that the Artist's income is derived primarily or even partially from their artistic practice.

Artist shall further be defined as:

- A person who works in or is skilled in any of the fine arts, including but not limited to painting, drawing, sculpture, book art, mixed-media and print-making.
- A person who creates imaginative works of aesthetic value, including but not limited to film, video, digital media works, literature, costume design, photography, architecture and music composition.
- A person who creates functional art, including but not limited to jewelry, rugs, decorative screens and grates, furniture, toys and quilts.
- A performer, including but not limited to singers, musicians, dancers, actors, performance artists.
- A person active in culturally significant practices, including a designer, craftsperson, teacher or administrator who is dedicated to using their expertise within the community to support, promote, present, and or teach and propagate their art form through events, activities, performances and classes.

Documentation Required

Artist households who are given preference over non-artist households will be asked to self-certify their Artist status via the Leasing Application by providing any of the following documents, or by providing an equivalent means of verification:

- evidence of formal training;
- a paystub, if applicable;
- marketing materials for the sale or the viewing of their work; or
- a third-party letter from a qualified source.

There is no requirement for the Artist household to use their Apartment as a space for producing art. However, any artistic use of the space must be compatible with residential living in terms of noise, vibration, odor, etc.