



A Petra Community Housing Property  
**GRUBER MILLS d.b.a. Bard Complex**  
Strengthening Communities, Empowering Lives

Dear Applicant:

Thank you for your interest in Gruber Mills (d.b.a. Bard Complex). Attached is an application for residency solely for the Bard Complex. If you wish to apply for our other buildings, there is a separate application for each. HUD Section 202/PRAC subsidy requires that all applicants must meet certain qualifications for admission to the Bard Complex. **Head of household must be 62 years of age or older to apply.**

Income limits determined by the Department of HUD in accordance with the Section 202/PRAC program do apply. **Maximum qualifying annual income is \$29,150 (1 Person) or \$33,300 (2 Person).** Those who qualify for this program will pay approximately 30% of his/her monthly income toward rent. Heat, water, sewer and gas utilities are included in the rent. Electricity is not included; however, we provide a \$39 per month utility allowance off the rent. All apartments are one bedroom unfurnished units equipped with refrigerator and stove. Two elevators are available at the Bard Complex. It is a non-smoking facility.

Applicants are housed on a first-come, first-serve basis from our waiting list and are not able to choose the location of the apartment. When an applicant's name reaches the top of our Waiting List, we will update their application and require all legal and financial documents as applicable. Credit and background clearances will then be completed. If approved, they will be offered the next available apartment at the Bard Complex. If they do not accept the available apartment, their name will be dropped from the Waiting List unless there is a proven medical reason to decline.

Petra Community Housing does not provide "assisted living," nursing services, or personal care. Residents must be capable of fulfilling lease requirements on their own or arrange for needed services to be provided by outside agencies.

Please answer ALL questions, where not applicable, write "N/A". Be sure to print clearly. **Please provide proof of income with this application.**

Completed applications can be delivered to the address shown below during regular business hours, Monday through Friday, or mailed to us. The application must contain the original signatures of all persons applying to reside in the unit. It can not be faxed or emailed to us. If deemed complete, you will receive a letter of acknowledgement. It is your responsibility to update your information, phone number, and other changed information on your application.

Please visit our website at [www.petrach.org](http://www.petrach.org) to view pictures of our properties.

Monica Book, Housing Coordinator

