



Schnur Cottages Recipient Eligibility Requirements and Criteria

MISSION STATEMENT:

The mission of Islesboro Affordable Property (IAP) is to help in the maintenance and growth of Islesboro as a vital and successful year-round community.

Our program, to carry out that mission, is to do all that we can to ensure that affordable, good housing is permanently available for families and individuals who live and work in Islesboro year-round. We support residents who participate (or will participate) in community activities, and whose work is an essential part of day-to-day life on Islesboro.

IAP builds houses for sale or rent. We monitor the private real estate market. We raise funds from private and public sources to underwrite our program.

ELIGIBILITY for Rental of the Schnur Cottages

To be eligible for consideration, the applicant(s) must have fully completed this application.

1. **Currently lives on Islesboro or intends to make Islesboro the permanent home.**
2. The applicant must demonstrate a **need for affordable housing**, i.e., the applicant may not own a buildable lot, or an existing house and lot, in the Town of Islesboro at the time of application.
3. The applicant must show that their **current income falls within the moderate range**, defined as up to 120% of the **2025** AMI, adjusted by household size, for Waldo County.
4. History of credit worthiness: applicants should have **sufficient income to cover monthly rental payments**.
5. **Current employment**: applicants should be gainfully employed for a minimum of 30 hours per week.

Important Note:

Rent for these two new three-bedroom houses has not yet been finalized but will be based on a sliding scale determined by income and household size.

The State of Maine grant that allowed IAP to build the Schnur Cottages requires that rental applicants have incomes determined as moderate based on Average Medium Income (AMI) data for Waldo County, as determined by the Department of Housing and Urban Development (HUD) and adjusted for household size. Applicant *income must be no more than 120% of the most current AMI family limits.*

The HUD chart below shows the 2024 Islesboro median family income levels, with percentage adjustments for family size. ***Once the 2025 HUD moderate income data is available it will be posted, and rents on the Schnur Cottages will be determined.***

2024 Islesboro Affordable Property Income Limits

People in household	1	2	3	4	5	6	7
Median income	\$57,680	\$65,920	\$74,160	\$82,400	\$88,992	\$95,584	\$102,176
Income up to 120%	\$69,216	\$79,104	\$88,992	\$98,880	\$106,790	\$114,700	\$122,611

IAP abides by the Maine Human Rights, regarding Housing, Subchapter 4:

The opportunity for an individual to secure housing in accordance with the individual's ability to pay, and without discrimination because of race, color, sex, sexual orientation, physical or mental disability, religion, ancestry, national origin or familial status is hereby recognized as and declared to be a civil right. *From: §4581. Right to freedom from discrimination in housing; exceptions.*

Other Selection Criteria:

Preference will be given to those working on Islesboro.

Evidence of Income

Credit history

Family or household size

Employment history

Landlord and other references

Criminal Background Check

Application Essay

APPLICATION

All Information is Completely Confidential

Applicant Name: _____

Current Address: _____

City/Town: _____ State: _____ Zip code: _____

Phone: Home _____ Cell _____ Work _____

Co-Applicant: _____

Current Address: _____

City/Town: _____ State: _____ Zip code: _____

Phone: Home _____ Cell _____ Work _____

HOUSING and HOUSEHOLD INFORMATION

How long have you lived in your present location? _____

Are you currently at risk of being displaced from your home? Yes ___ No ___

Have you ever owned, or do you presently own, any property? Yes ___ No ___

If yes, please explain: _____

Total number of people residing in household: _____

Please fill in information about each household member, including yourself:

Name	Relationship to you	Age
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____

Add any additional household members on a separate page, if necessary.

RENTAL RECORD

1. Current Landlord: _____ Phone: _____

Landlord's Address: _____

Dates of Tenancy: From _____ To _____ Amount of Rent per month: _____

2. Previous Landlord: _____ Phone: _____

Address: _____

Dates of Tenancy: From _____ To _____ Amount of Rent per month: _____

3. Within the last four years, have you ever been evicted or asked by your landlord to move out of your rented home? Yes _____ No _____. If yes, please explain: _____

Where is/was this property address: _____

Landlord's Name, Address, and Phone: _____

EMPLOYMENT HISTORY

1. Applicant:

Present Employer: _____

Name of the business, if different from employer's name: _____

Address & Phone: _____

Length of Employment: _____; hours worked each week: _____

Current Wage/Salary: _____

Occupation/Position: _____

If you have been employed by the above less than two (2) years:

Previous Employer's name: _____

Name of the business, if different from employer's name: _____

Address & Phone: _____

Length of Employment: _____; hours worked each week: _____

Wage/Salary: _____ Occupation/Position: _____

2. Co-Applicant:

Present Employer: _____

Name of the business, if different from employer's name: _____

Address & Phone: : _____

Length of Employment: _____; hours worked each week: _____

Current Wage/Salary: _____

Occupation/Position: _____

If you have been employed by the above less than two (2) years provide more information:

Previous Employer's name: _____

Name of the business, if different from employer's name: _____

Address & Phone: _____

Length of Employment: _____; hours worked each week: _____

Wage/Salary: _____ Occupation/Position: _____

INCOME and ASSETS

1. Total *monthly* employment income for all adults in your household:

Applicant: _____

Co-Applicant: _____

List the names and monthly incomes of *other* working adults in the household:

a. _____

b. _____

c. _____

Add a separate sheet if necessary.

2. Other *monthly* income (Social Security, Pension, Annuities, Interest, etc.)

Name the source of such income, and give the monthly dollar amount:

Source: _____ \$ _____

Source: _____ \$ _____

Source: _____ \$ _____

Add a separate sheet if necessary.

3. Other monthly earnings (Child Support, Alimony, Second Job, etc.)

Name the source of such income, and give the monthly dollar amount:

Source: _____ \$ _____

Source: _____ \$ _____

Source: _____ \$ _____

Add a separate sheet if necessary.

TOTAL of all above sources of household income: _____

4. Other financial information:

List Checking and /or savings accounts, certificates of deposit; or any other related monetary assets for the **applicant**, including the name of the *financial institution*, the *type of account* and the *current balance*. *Attach additional sheet if necessary.*

List Checking and /or savings accounts, certificates of deposit; or any other related monetary assets for the **co-applicant**, including the name of the *financial institution*, the *type of account* and the *current balance*. *Attach additional sheet if necessary.*

5. Attach a copy of 1040 (or other) tax return form for the past two (2) years, for the applicant and the co-applicant. Your Social Security number must be clearly visible or otherwise provided: it will be used to conduct a background check.

CURRENT MONTHLY EXPENSES

Rent: \$ _____ Childcare costs: \$ _____ Car Insurance: \$ _____

Electric: \$ _____ Health Insurance: \$ _____ Telephone: \$ _____

Recreation: \$ _____ Rental Insurance: \$ _____ Heat: \$ _____

Personal: \$ _____ School Debt: \$ _____ Food: \$ _____

Car Maintenance: \$ _____ Other transportation: \$ _____

Medical bills: \$ _____ Other Debts: \$ _____ Other Costs: \$ _____

TOTAL of all above monthly expenses: _____

1. List Current Credit Card Debt:

Card Company: _____ Balance: _____

Card Company: _____ Balance: _____

Card Company: _____ Balance: _____

Card Company: _____ Balance: _____

2. List household loans and debts, including installment debt, school loans, car loans.

Name(s) on Account: _____

Name of person or institution to which money is owed: _____

Monthly payment: _____ Account \$: _____ Payment Balance: \$: _____

Name(s) on Account : _____

Name of who/what money is owed: _____ Monthly

payment: _____ Account \$: _____ Payment Balance: \$: _____

Name(s) on Account : _____

Name of who/what money is owed: _____ Monthly

payment: _____ Account \$: _____ Payment Balance: \$: _____

Attach an additional sheet, if necessary.

3. Has the applicant and/or co-applicant ever had a home loan or a home improvement loan that resulted in foreclosure, deed in lieu of foreclosure, or judgment? Yes _____. No _____

If Yes, Property Address, and the name and address of the lender: _____

Attach an additional sheet, if necessary.

4. Has any household member ever filed bankruptcy or been declared bankrupt?

Yes _____. No _____

If Yes, explain when, where, and give details: _____

Attach an additional sheet, if necessary.

PERSONAL REFERENCES and BACKGROUND INFORMATION

List two people (not relatives), such as an employer, landlord, or person who can attest to your community involvement:

1st Name: _____ Relationship to Applicant: _____

Address: _____

Phone: _____

2nd Name: _____ Relationship to Applicant: _____

Address: _____

Phone: _____

1. Are you a citizen of U.S.? Yes ____ No ____

2. Level of Education: _____

Are you interested in continuing your education? Yes ____ No ____

3. Do you intend to make Islesboro your permanent home? Yes ____ No ____

4. Does anyone in your household have special needs or medical problems aggravated by your current housing? Yes ____ No ____

5. Are there other factors that the Selection Committee should consider in reviewing this application? _____

Add a separate sheet if necessary.

Verification and Permission to Conduct a Background Check

1. Do you verify that all the information provided above is true? Yes ____ No ____

2. Do you give Islesboro Affordable Property permission to use the information that you have provided there to conduct a background check? Yes ____ No ____

Applicant Signatures

Applicant: _____ Date: _____

Co-Applicant: _____ Date: _____

ESSAY

Please attach an essay on why you should be selected for the subject property.
If possible, type this essay; if this is not possible, please write as clearly as possible.