

Scott County CDA Project-Based Housing 1-bedroom Prior Manor Waiting List Application and Eligibility Information Prior Manor Waiting List (62+/Disability Preference)

The CDA owns Prior Manor Apartments, an apartment building in Prior Lake, MN. The units are HUD-funded, allowing eligible residents to pay 30% of their adjusted income towards rent.

1. When is the waiting list open?

- Scott County CDA is currently accepting online applications for the 1-bedroom Prior Manor Waiting List, which will remain open until further notice.

2. How do I apply?

- Applications will be accepted online only at: <https://portal.scottcda.org/> Click "Applicant Log-in" at the top of the page. Scroll to the bottom and choose "click here to register" if you don't already have an account.
You must register for an online account before beginning the application process
- Applicants may use any computer, tablet, or smartphone with internet access to apply, including free computers at public libraries.
- Applications will not be available at the Scott County CDA offices, and fax or e-mail requests will not be accepted.
- To request a Reasonable Accommodation due to a disability related to this application, please contact the CDA Office at 952-402-9022.

3. Can I apply more than once?

- No, applicants cannot be on the same waiting list twice.

4. Can I edit my application after I submit it?

- Yes, you can edit your application by logging into your online portal at <https://portal.scottcda.org/>. Click "Applicant Log-in" at the top of the page and enter the email and password you created at registration.

5. What information do I need to apply?

- A valid email address
- Names, Social Security numbers, and birth dates for all household members



- The household's gross annual income

6. What are the eligibility requirements for applying?

- At least one household member must be a U.S. citizen, U.S. national, or non-citizen with eligible immigration status.
- There is a preference for individuals 62 years of age or older and/or those with disabilities.
- The applicant and all members of the applicant's household must disclose the complete and accurate social security number assigned to each household member.
- You must income qualify per household size. You cannot make more money than the income limits in the chart below:

Household Size	Gross Annual Income	Gross Monthly Income
1 Person	\$43,500	\$3,625
2 Person	\$49,700	\$4,142

- To qualify for a 1-bedroom unit you must not have more than 2 household members. See the chart below:

Number of Bedrooms	Minimum number of persons in the home	Maximum number of persons in the home
1	1	2

7. How does the CDA assign bedrooms to household members:

- The CDA will assign the first bedroom to the Head of Household and their spouse or significant other.

1 BEDROOM = Head of Household **AND** (if applicable) a Spouse, Significant Other.

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(Preferences for age 62 and older or disabled)**

