



# Newark Housing Authority

March, 2020

## Newark Housing Authority:

Executive Director:  
Marie Wasman

**315-331-1574**

• Ext. 225 Kari

• Ext. 221 Maureen

OR

Emergency After Hours  
315-331-8294

Fire/Police  
911

### New Office Hours:

Mon: 8:30-12:00  
1:00-4:30

Tues: 8:30-12:00  
1:00-4:30

Wed: 8:30-12:00  
\*\*\*1:00-4:30 by  
appointment only\*\*\*

Thurs: 8:30-12:00  
1:00-4:30

Fri: 8:30-12:00  
1:00-4:30

Closed Monday-Friday 12:00-  
1:00 for lunch



We have a Web site...  
[www.newarknyhousing.org](http://www.newarknyhousing.org)  
Check us out!!

## Driving Park Circle Tenants...

*During periods of heavy snow, be sure to keep clear of snow around the furnace ventilation pipes (white PVC pipes) that are located behind your house.*

*Failure to keep these clear of snow can result in your furnace not working.*

**Tax season is here...**  
**please use this time to**  
**get caught up or pay**  
**ahead on your rent**  
**and save yourself**  
**additional charges!!!**



## NHA Reporting Requirements...

Newark Housing Authority would like to take the opportunity to remind all our tenants what needs to be reported and when it needs to be reported. Here's what you need to know:

- \* **ALL changes in household composition MUST be reported immediately.** If a member of your household moves out, you must let the office know at the time that they move out. If you would like to add somebody to your household, you must come in to the office and obtain the required paperwork to add them. If the person is age 18 or over, they will need to go through the application process **prior** to being added.
- \* **ALL changes in income (high school/college students' employment; all Social Security, SSI, and/or SSP—including children's; reimbursement of Medicare; public assistance; unemployment; any raises, increase/decrease in hours, job changes; child support payments/changes in court order; changes in child care expenses; any other money coming into your household including assistance from family/friends paying for utilities or other household goods) MUST be reported in writing within 10 days.**

If you have any further questions regarding this, feel free to contact the office. We will be happy to answer any questions you may have.



## **Attention High School Seniors... \$25,000 in Scholarships...Financial Aid for students living in affordable housing.**

The 2020 Cannon Heyman & Weiss Scholarship Fund will make scholarship awards for full and part time study at approved colleges, junior colleges, technical schools and other post-secondary institutions leading to a degree, diploma or certificate. Application deadline is June 1, 2020.

**For an application or more information, visit  
[www.chwattys.com](http://www.chwattys.com)**

### ***Attention Driving Park Circle Tenants...***

*Please note that maintenance will be coming around to change your furnace filters in **March**.*

*Let this serve as your notice that they will be entering your unit.*

### **Important Dates to Remember:**

Wednesday, 3/9/20—14 Day Notices and Late Fees issued for month of March if rent not paid by 4:30 pm on Friday, 3/6/20

Wednesday, 3/18/20—Court for 14 Day Notices issued in February if not paid

Week of 3/23/20—Annual Inspections for families with March recert date

