

# How to Search for Low-Income Housing



1. Go to <https://www.housingworks.net/search/housing>

2. There are four Steps in the Search. **You must always answer Steps 1, 2, and 3.** Read the directions for each step carefully, or you will miss out on many housing opportunities. (Step 4 is optional and most people skip it).

## 1 Advice for STEP 1: SEARCH AREA

1. Select either Zip Code or County in the field above.
2. Zip Code is the recommended option, unless you live in a county surrounded by water.
3. A five-mile search means, "Search in an area with a 5 mile diameter around the center of the zip code".
4. Selecting "Anywhere" currently means "anywhere in New England".
5. if you search by County, you must type like this: "County, State".

## 3 Advice for STEP 3: PERMANENT HOUSING AND RENTAL ASSISTANCE

1. All applicants should check the Family/Individual box.
2. It's a good idea to check AT LEAST TWO ADDITIONAL options:
  - Important! If you want a voucher, you must check the voucher boxes in Step 2 (above) AND in Step 3 (below).
  - Don't search for a voucher if you already have one.
  - Adults over 55 should also check "Elder".
  - Persons with any disability except Substance Abuse should check the Wheelchair Access checkbox!
  - Checking additional boxes never hurts as long as you are eligible for that category.

## 2 Advice for STEP 2: BEDROOM SIZE AND RENTAL ASSISTANCE

1. Generally, it's good to select THREE options, for example:
  - A desired Unit Size(s) AND ALSO "Voucher-Section 8" AND ALSO "Voucher-All Other State- and
2. Do NOT use the zip code of a PO Box as the zip code for your search. There is no housing to be found.
3. Don't search for something for which you are not eligible!
  - A parent with child should not search for a 1BR.
  - A household of 2 should not search for a 3 bedroom.
4. Check boxes for what you WANT, not for what you HAVE, for example: don't search for a voucher

## 4 Advice for STEP 4: SHELTER OR TRANSITIONAL HOUSING

1. Step 4 is generally for one-time visitors to HousingWorks, who are looking for immediate shelter.
2. Most people should skip step 4 - jump to the Search button at the bottom of the page.
3. The inventory in this section is not as complete or current as for permanent housing

3. When you have filled out Steps 1-3, click the "Search" button at the bottom of the page.

4. If you asked for a large search area, the results will take awhile to show. Also, these results can change on a weekly basis, so visit our site often and do the search again: you may see some new opportunities next week!

5. Once the search is finished, you will see a list of housing programs for low-income people. There is a lot of information on this page, but the most important thing to do is to immediately narrow these results, so that you only apply to that housing programs that you can afford! Find the words, "Narrow the list to show" (1) which will be just below the green stripe – from the 'drop down list' select either "Affordable" or "Subsidized" and then click the "Apply" button. Here's how to know which option is right for you:

- Pick "Affordable" if you already have a voucher or have a good-paying job.
- Pick "Subsidized" if you intend to pay 1/3 of income as rent or are seeking a voucher.
- If you are receiving rental assistance that will expire, don't narrow your search: apply to everything!



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### Housing Search Results

Search complete. 71 matches found.

1 Narrow the list to show:  Managing Agency contains these words:  3 City contains:  Office Name contains:  4

Choose one to shorten list:

Waitlist	Program_Telephone	Address	Distance	Status	Notes	Type	Updated m-d-y	Update
1BR 120% AMI	The Viridian <a href="tel:617-982-7195">617-982-7195</a>   <a href="tel:617-209-5250">617-209-5250</a>	1282 Boylston St, Boston, MA, 02215	0.42 m	Currently accepting applications 2		M	12-13-2015	<a href="#">Update this info</a>

6. Once you've narrowed the list of housing programs, you can also see which properties are accepting applications in the "Status" column (2). Call and request applications. You can also 'play with the results' - for instance, you can narrow the list to housing programs that are in one neighborhood or city (3). Any time you fill out one of the filters at the top, you need to click the "Apply" button (4).