

POST YOUR PET'S ID

All Pet Identification cards must be posted in the front door window of apartments. This lets housing staff know that a pet has been approved and may be inside the unit. In this case staff will be careful to close the door so the pet doesn't get outside. If there is no ID in the window, staff will assume the pet has not been approved and the resident could face reprimand from the office. If a Pet ID has become faded or is lost, the resident should call the Housing Office so staff can take a new picture and issue a new card.

Only an approved cat or dog is allowed in MCHA apartments

Pumpkin Bread Recipe

INGREDIENTS

- Cooking Spray, for pan
- 2 c. all-purpose flour
- 1 tsp. ground cinnamon
- 1 tsp. baking soda
- 1/2 tsp. baking powder
- 1/2 tsp. kosher salt
- 1/4 tsp. ground ginger
- 1/4 tsp. ground nutmeg
- 1/2 c. (1 stick) butter, melted
- 1 1/4 c. granulated sugar
- 1 c. pumpkin puree
- 1/4 c. sour cream
- 2 large eggs
- 1 tsp. pure vanilla extract
- Cinnamon-sugar, for sprinkling (optional)



1. Preheat oven to 350°. Line an 8"x-4" loaf pan with parchment paper then grease with cooking spray (or softened butter).
2. In a large bowl, whisk together flour, cinnamon, baking soda, baking powder, ginger, nutmeg, and salt.
3. In a separate large bowl using a hand mixer, beat melted butter, sugar, pumpkin puree, sour cream, eggs, and vanilla.
4. Gradually add dry ingredients to wet ingredients until just combined. Transfer batter to prepared pan then sprinkle with cinnamon-sugar, if using.
5. Bake until a toothpick inserted into the center of the loaf comes out clean, about 50 minutes to 1 hour.

Enjoy!



Neighbors



FROM THE DIRECTOR'S DESK

Beginning October 1, while we are out conducting our monthly UPCS Inspections, we will choose the best looking units (inside and out) and put their names in a drawing to be chosen to win a \$50 Walmart gift card! You unit has to be up to the Housekeeping Policy standards. You cannot have any lease violations. Be sure to look inside the newsletter each month to see when we will be inspecting your unit. As always, you will not be given a specific day or time.



- ⇒ If you have an appointment with the office, please make sure that you are showing up on time. Not too early and not too late, as we do have other appointments scheduled that day. If you show up too early you may be required to wait. If you show up late then you may have to reschedule for another day. This puts us behind for the rest of our clients. If you need to rescheduled please call ahead of time.
- ⇒ If you test positive for COVID or are on quarantine, notify the office immediately and you MUST provide a letter from the Health Department showing your dates of quarantine. If we do not have this documentation, we will still come in to complete any work orders or inspections you have scheduled.
- ⇒ When it is time to recertify your lease, you will receive a letter in the mail notifying you of your appointment date. If this day or time does not work for you, please let us know immediately to reschedule. Your recertification is very important. If you do not show up or do not provide all the requested documentation in time, we will not renew your lease, meaning you will be evicted. Enclosed you will find a list of items we require (if the information applies to you).

We will be closed Monday, October 11, 2021 for Columbus Day!
We are also still closed to the public on Wednesdays.



Stay Safe and Stay Health!
Dionne, CEO

Address:

P.O. Box 226
760 Anderson St.
Carlinville, IL 62626

(217) 854-8606

Fax: (217) 854-8749

Toll Free:
1-866-363-5142

Office Hours:
Monday & Tuesday
8am—4:30pm

CLOSED WEDNESDAY

Thursday & Friday
8am—4:30pm

Emergency Work

Order Number:
(217) 827-2100

EMERGENCIES INCLUDE:

- ◆ Gas leaks
- ◆ Broken water pipes
- ◆ Exposed electrical wires
- ◆ No heat (if the outside temperature is 45-degrees or lower)
- ◆ Sewer line stoppage (not drain line)- this includes a clogged toilet
- ◆ CO/Smoke detector beeping or chirping

Also fire, flood, or anything that threatens life, safety or property damage.



UPCS FOR OCTOBER

This month, UPCS Inspections will be done at **CARLINVILLE 47-15**, the apartments

at Olroyd and Harding Ct. and **GILLESPIE 47-17**, Lynn Street

Preventative Maintenance for OCTOBER

The Preventative Maintenance will be done at

GILLESPIE 47-10, the apartments on Gillespie Street, High Street, 504-510 South Street, and the East side of Fillmore. Night lights will be checked in all developments in the evenings.

***INSPECTIONS MAY TAKE PLACE ON ANY DAY OF THE MONTH BETWEEN THE HOURS OF 8:00 A.M.-4:30 P.M., MONDAY-FRIDAY**

SPECIFIC DAYS AND TIMES WILL NOT BE GIVEN

Per the Resident Handbook: WORK ORDERS: Your full cooperation is required to keep the dwellings in a decent, safe and sanitary condition. The resident will be charged for repairs due to neglect, carelessness or abuse. You should not make repairs or replacements yourself. The following are acceptable items that you may replace: light bulbs (unless on a fluorescent light fixture), furnace filters (they need to be changed monthly), and batteries for your CO/Smoke Detectors.

You are responsible for keeping the inside and outside of your unit clean. The inside, you must have all your clothes picked up and put away. All the trash must be thrown away in the trash can. All the dishes must be kept clean and put away. Kids toys must be put away when not in use. The outside you must make sure all trash is kept out of your yard. Regardless if it's your trash or not, you are responsible for your own yard. The exterior of your doors should be cleaned. Toys are to be picked up outside. The bigger items for outside are to be stored next to the unit. If you have any questions about the Housekeeping Policy, or the Resident Handbook feel free to call the office or you can request one to be sent to you.

All recertification's need the following information if it applies to you:

ALL Income Information, such as:

-**Employer:** Name and address/check stubs; need **at least 3 paystubs**

-**Pension:** Name and address/copy of last stub;

-**Self-Employment:** Copies of monthly balance sheets along with proof of income and expenses/yearly tax form; Schedule C

-**Child Support:** Name and address of payer/proof of amount such as divorce decree or statement from Courthouse or other agency through which it is paid; or a bank statement showing the amount deposited

-**Unemployment compensation:** Copy of stubs or letter from unemployment insurance office;

-**Welfare assistance:** Copy of letter from agency which states amount received;

-**Social Security/SSI:** Copy of letter you received from Social Security which states the gross amount you receive and any Medicare deduction, if applicable;

**you receive a new letter every year stating the amount you will receive*

Workers Compensation: Copy of stubs;

-**Family Support-** Letter from any family member or friend that assists in paying your bills, whether giving you money or paying bills directly. (ex. If your mom pays \$60 on your car insurance each month I need a letter from mom stating that)

Assets:

Provide a copy of the most recent statement for any checking accounts, savings accounts, C/Ds or any other investments including Stocks, Bonds or IRAs, etc:

Proof of Value for ALL Real Estate: Provide appraisal and proof of any money owed, if any; Contract for Deed (Contract)

Burial Fund: Provide name and address where account is set up, also current balance and interest rate. (Only need this information if it can be cashed out)

Life insurance policies that have a cash value

If you receive your Social Security, child support, employment pay, or any other form of income on a debit card that is not linked to a checking or savings account we must have a statement or a recent ATM receipt.

Expenses:

Child Care Expenses – Name and address of childcare provider and proof of amount paid. We can only count if paid by you and you are not reimbursed by any agency or person.

Utility Bills:

Most recent gas, electric, & water bill.

IF HADICAPPED, DISABLED, OR ELDERLY:

Medical – Outstanding Medical Bills with **proof** of regular payment;

Medical Insurance – Payment verification;

Prescriptions – Printout from pharmacy for the last **12 months** so as to establish an average;

Receipts for ongoing OTC medicines; must also have a letter from your Dr. stating that those medicines are recommended on a regular basis. (Can only count the amount from the receipts)

Proof of Spend Down or Cost of Pharmaceutical Card.

Please note that we can only count those costs, which are recurring and will be predictable expenses in the coming year.