

The Department of Community Housing Emergency Rental Assistance Program (ERAP)



The Emergency Rental Assistance Program (ERAP) makes available funding to assist households that are unable to pay <u>rent</u> and/or utilities due to the COVID-19 pandemic.

Eligibility qualification:

An "eligible household" is defined as a <u>renter</u> household in which at least one or more individuals meets the following criteria:

- Qualifies for unemployment <u>or</u> has experienced a reduction in household income, incurred significant costs, or experienced a financial hardship due to COVID-19;
- > Demonstrates a risk of experiencing homelessness or housing instability; and
- ▶ Has a household income at or below 80 percent of the area median.

Family Households are ELIGIBLE at the 80% of (HUD) Area Median Income Level (AMI):

Income Limits Are Subject to Change								
FY - 2020		United States Median Family Income Limits under the NAHASDA Act of 1996						
HH Size	1	2	3	4	5	6	7	8
80%	\$43,960	\$50,240	\$56,520	\$62,800	\$67,824	\$72,848	\$77,872	\$82,896

COMPLETE APPLICATION REQUIRES

- A. Application signed (power of attorney for Head of Household can be accepted; for applicant who is limited in response due to hospitalization or inpatient at a long term care facility)
- B. Letter of hardship from applicant or employer detailing job loss or reduction of hours
- C. Household income verified for all adults over the age of 18, examples such as 2019 tax returns; 2020 W2; last three months' paycheck stub; and completed GRIC packet information. Which must have a total household income under 80% of the area median income.
- D. Copies of utility bills or Disconnect Notice or Past Due Notice, detailing amount owed
- E. Copy of Lease or Rent Agreement
- F. Eviction Notice or Past Due Notice, detailing amount owed; information must note landlord TIN or social security number.
- G. An original W-9 Form competed by the Landlord/Owner, applicant verify with landlord willingness to accept payment from GRIC;
- H. Past Due utility (gas, water, electricity, propane) notices or Disconnect notices.
- I. Arizona Driver's License, State ID or Tribal I.D. cards for all members 18 years and older;
- J. Social Security Cards for all household members
- K. Birth Certificates for all members under 18 years; Proof of Guardianship, Power of Attorney and/or other legal documents establishing custody arrangements for minors;
- L. MUST MEET INCOME RESTRICTION with all household income considered, using most recent employment check stubs, Public Assistance (AFDC, GA, etc.), SSI, Social Security Retirement, Survivors Benefits, PER Capita payments, self-employment, unemployment

For questions or for more information please contact Phone Number: (520) 562-3904 E-mail: DCH.Housing.Services@gric.nsn.us



The Department of Community Housing Emergency Rental Assistance Program (ERAP)



compensation, unemployment form, Veterans Administration. Service member's income and/or employment verification forms, etc.

- M. Food Stamps and education assistance are not considered income.
- N. Deduction to income can be applied, such as childcare, Indian Travel, medical expense SSI, but not limited. <u>Applications will be considered by case to case basis</u>.
- O. Signed 'Release of Authorization' form by all members 18 years and older for children over the age of 18 and who are still in school.
- P. DCH <u>may request additional documentation</u> to verify application information.

For questions or for more information please contact Phone Number: (520) 562-3904 E-mail: DCH.Housing.Services@gric.nsn.us



GILA RIVER INDIAN COMMUNITY DEPARTMENT OF COMMUNITY HOUSING



Emergency Rental Assistance Program: Check-Off List

Name:

Submission Date:

Time: _____

	Recvd	Pending	Description	
1			Application	
2			Applicant/Resident Certification	
3			Consent to Release Form (All Household Members over	
			18-yrs)	
4			ID's for all 18 yrs. & Over	
			Birth Certificate / Guardianship Letter (17yrs and	
5			under)	
			Social Security Cards (For All House Hold	
6			Members)	
7			Current CDIB for all members of the Household	
8			Proof of Marriage License	
9			Proof of Guardianship, Power of Attorney	
10			Pay-Stub (past 30-days)	
11			Per Cap Form or Ledger	
12			Verification of Income Form	
13			Unemployment Form	
14			DES/TSS Verification	



Must be filled out by each adult listed on the application. (If more than one adult you will need to make copies)

Comments:

Office Use Only:

1	V
2	Р
3	I
4	Γ
5	Т

Work Sheet (Excel) Per Capita Verification Income Verification DES Verification Tribal Social Services Verification

6	Denied
7	Approved
8	Letter to Tenant

Submit Date	Initial	Complete Date	Initial

Submit Date	Initial	Complete Date	Initial

GILA RIVER INDIAN COMMUNITY

DEPARTMENT OF COMMUNITY HOUSING

APPLICATION FOR EMERGENCY RENTAL ASSISTANCE PROGRAM

NAME		DATE:	TIME:
RENTAL ADDI	RESS:		
TELEPHONE:	HOME:	CELL:	
	WORK:	E-MAIL:	

Have you ever lived in a HUD Assistant	nt Home or receiving any other federal subsidy?	Yes No
if Yes, When:	Where:	

1. <u>Family Composition</u>

Persons who will move into unit.

	Family Members	Relation	Birth Date	Age	Sex	S.S.N.	Race
1		Н.О.Н.					
2							
3							
4							
5							
6							
7							
8							
9							
10							

2. <u>Source of Family Income:</u> (must meet federal income at or below 80% of area median)

Family Member	Name of Business	Business Address	Estimated Yearly Income or Hourly Rate

Total Yearly Family Income......\$

3. <u>Housing Conditions:</u>

- A. Landlord Name/Address / W-9:
- B. Amount Due: _____

4. <u>Utility Information</u>: (only home energy costs; no internet, vehicle, insurance, telephone or cable)

Utility Company	Type of Utility	List Months Over Due	Amount Due

5. Total Housing _____ and / or Utility Due: _____

I understand that this is not a contract and does not bind either party. The above information is full, true and complete to the best of my knowledge. I have no objections to inquires being made for the purpose of verifying the statements herein.

Name of Applicant(s):	Date:	
	Date:	
Interviewed by:	Date:	
Title:		

For Office Use Only		
Letter of Hardship Attached:	Notice of Disconnect:	
Income Attached:	Past Due Notice:	
Unemployment Letter Attached:		
Eviction Notice:	Total Points:	
Eligible:	Ineligible REASON:	

Eligible Funding			
\$ Arrears Rent:	\$ Future Rent:	# of Mo Approved:	
\$ Arrears Utility 1:	\$ Future Utility 1:	# of Mo Approved:	
\$ Arrears Utility 2:	\$ Future Utility 2:	# of Mo Approved:	
\$ Arrears Utility 3:	\$ Future Utility 3:	# of Mo Approved:	
Sub Total Arrears:	Sub Total Future:		
Total to Include future Allocation: \$			



GRIC - DEPARTMENT OF COMMUNITY HOUSING P.O. Box 528, 136 South Main Street Sacaton, Arizona 85147-0528



Phone: (520) 562-3904 Fax (520) 562-3927

APPLICANT/RESIDENT CERTIFICATION

I/We certify that the information given to the D.O.C.H. on household composition, income, net family, assets, citizenship status, allowances and deductions or any other information submitted is accurate and complete to the best of my/our knowledge and belief. I/We understand that false statements or information are punishable under Federal Law. I/We also understand that false statements or information of housing assistance and termination of tenancy.

SIGNATURE OF HEAD OF HOUSEHOLD

DATE

SIGNATURE OF SPOUSE

If you believe you have been discriminated against, you may call the Fair Housing and Equal Opportunity National Toll-Free Hot Line at 800-424-8590. (Within Washington, D.C. Metropolitan area, call 426-3500).

*After verification by this Housing Agency, the information will be submitted to the Department of Housing and Urban Development on Form HUD-50058 (Resident Data Summary), a computer-generated facsimile of the form or on a magnetic tape.

DATE







Phone: (520) 562-3904 Fax (520) 562-3927

<u>CONSENT</u>: I authorize and direct any Federal, State, or local agency, organization, business, or individual to release to <u>**GRIC**</u>-<u>**DEPARTMENT OF COMMUNITY HOUSING**</u> any information or materials needed to complete and verify my application for participation, and/or to maintain my continued assistance under the Section 8, Rental Rehabilitation, Low-Income Public and Indian Housing, and/or other housing assistance programs. I understand and agree that this authorization or the information obtained with its use may be given to and used by the Department of Housing and Urban Development (HUD) in administering and enforcing program rules and policies.

INFORMATION COVERED: I understand that, depending on program policies and requirements, previous or current information regarding me or my household may be needed. Verifications and inquiries that may be requested include but are not limited to:

Identity & Marital Status; Employment, Income, and Assets; Residences and Rental Activity; Medical or Child Care Allowances and Credit and Criminal Activity

I understand that this authorization cannot be used to obtain any information about me that is <u>not</u> relevant to my eligibility for and continued participation in a housing assistance program.

<u>GROUPS OR INDIVIDUALS THAT MAY BE ASKED</u>: to release the above information (depending on program requirements) include, but are not limited to:

- Previous Landlords
- Past and Present Employers
- Veterans Administration
- Public Housing Agencies
- Welfare Agencies
- Retirement Systems

Signature - Other Adult

Signature - Other Adult

- Courts and Post Offices
- State Unemployment Agencies
- Banks and other Financial Institutions
- Schools and Colleges
- Social Security Administration
- Credit providers and Credit Bureaus
- Law Enforcement Agencies
- Medical and Child Care Providers
- Utility Companies
- Support and Alimony Providers

<u>CONDITIONS</u>: I agree that a photocopy of this authorization may be used for the purposes stated above. This authorization will stay in affect for a year and one month from the date signed.

PRIVACY ACT NOTICE

Authority: The GRIC Department of Community Housing (DCH) is authorized to collect this information by the U.S. Housing Act of 1937 (42 U.S.C. 1437 et. seq.), Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), and by the Fair Housing Act (42 U.S.C. 3601-19). The Housing and Community Development Act of 1987 (42 U.S.C. 3543) requires applicants and participants to submit the Social Security Number of each household member who is six years old or older.

Purpose: Your information is being collected by the GRIC Department of Community Housing (DCH) to determine your eligibility and to adequately determine the number of bedrooms needed based on your household composition and size.

Other Uses: To protect the Tribal Government's financial interest, and to verify the accuracy of the information you provide. This information may be released to appropriate Federal, State, and local agencies, when relevant, and to civil, criminal, or regulatory investigators and prosecutors. However, the information <u>will not</u> be otherwise disclosed or released outside of the Department of Community Housing (DCH), except as permitted or required by law.

Penalty: Applicants must provide <u>all</u> of the information requested by the Department of Community Housing (DCH), including all Social Security Numbers for you and all household members (ages six years and older). Failure to provide any of the requested information may result in a delay or rejection of your eligibility approval.

TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL INFORMATION SUPPLIED IS ACCURATE AND COMPLETE ON MY PREVIOUS RESIDENCY AND CURRENT				
HOUSEHOLD COMPOSITION.				
Signature – Head of Household	Printed Name	Date		
	n 1 - 117			
Signature – Co-Head	Printed Name	Date		
Signature – Other Adult	Printed Name	Date		
Signature – Other Adult	Printed Name	Date		

Printed Name

Printed Name

Date

Date



Arizona Department of Economic Security Unemployment Insurance Program P. O. Box 29225 #5895 Phoenix, AZ 85038-9225

Verification of Unemployment Income (please return completed form to address below)			
Name: _	SSN:	DOB:	

The individual named above is an applicant/tenant for housing assistance that is subsidized through the U.S. Department of Housing and Urban Development. Federal regulations require that in order for the household to be eligible, we must verify the household's income, expenses and other information using third party written verifications. The information you provide will be used only for the purpose of determining the household's eligibility for the program and will be held in strict confidence. We are required to complete our verification process in a short time period and would appreciate your prompt response to this request for information.

I, the undersigned, do hereby authorize the release of the information requested to Gila River Department of Community Housing.

Applicant / Tenant Signature:	Date:
(or see signed Authorization for the Release of Informat	10n)
PLEASE PROVIDE THE FOLLOWING INFORMATION:	
<u>Unemployment Income</u>	
Unemployment Award Amount: <u>\$</u>	Per: Week / Month (Circle one)
Beginning Date of Payments:	Ending Date of Payments:
Is client eligible for an extension of benefits?	Yes No
Date applicant/tenant first received benefits:	
A print out may be attached.	
Comments:	
Date: Title:	Phone:
Signature:	

Warning! Section 1001 of Title 18 of the U.S. Code makes it a criminal offense to make willful false statements or misrepresentations to any Department or Agency of the United States as to any matter within its jurisdiction.



NAME:	

ADDRESS:

EMPLOYERS NUMBER:

The individual named above is an applicant for housing assistance that is subsidized through the U.S. Department of Housing and Urban Development. The person identified above has informed us that he/she has within the past 12 months been employed by your firm. Federal regulations require that in order for the household to be eligible, we must verify the household's income, expenses and other information using third party written verifications. The information you provide will be used only for the purpose of determining the household's eligibility for the program and will be held in strict confidence. We are required to complete our verification process in a short time period and would appreciate your prompt response to this request for information.

Consent to Release Information			Department	t of Commun	ity Housing	3
Date			Housing Servi	ces	Date	_
	OT WRIT	E BELOW	THE LINE-			
WING INFORMA	<u>TION</u> :					
) ccupation /	Position:				
Per: □	Hour / 🗆 I	Day / □We	ek / 🛛 Month	Effective D	ate:	
Per:	Hour / 🗆 I	Day / □We	ek / 🗖 Month			
				WELVE (12)	MONTHS:	
ge Hours:-			-0	vertime Hou	rs:-	
Per Week:		Per D)ay:	Per W	eek:	
Overtime:		Tips:		Deposit 7	Гірs:	
llowing Leave typable)	pes? Is the l	Employee el	igible for comper	sation? Yes	🗆 No 🗆	
						🗆 No
		No	_ Long Term Dis	sability:	□ Yes	□ No
		No	Approved Don	ated Leave:	∐ Yes	□ No
Last Da	ate Wage(s) i					
to Return to Wor	k:					
		Sig	nature:			
T:41				Phone:		
	Date Date Dote Dote Dote Dote Dote Dote Dote Do	Date	Date	Date Housing Servi	Date Housing Services	Date Housing Services Date -DO NOT WRITE BELOW THE LINE- DWING INFORMATION: Occupation / Position: Occupation / Position: Per: Hour / Day / Week / Month Per: Hour / Day / Week / Month NUMBER OF HOURS WORKED DURING THE PAST TWELVE (12) MONTHS: ge Hours:- -Overtime Hours:- Per Week: Per Day: Per Week: -Year to Date:- Overtime: Tips: Deposit Tips: Ilowing Leave types? Is the Employee eligible for compensation? Yes No able) Yes No Long Term Disability: Yes Sick Leave: Yes No Approved Donated Leave: Yes to Return to Work:





I, ______am currently <u>unemployed</u> at this time. I understand that if I become <u>employed</u> or <u>start receiving unemployment income</u>, I will contact Housing Services within (10) business days. I understand that failure to do so will result in removal of my application.

Applicant Signature

Date

Date

Housing Services



AUTHORIZATION TO RELEASE INFORMATION

I, gi	ve my authorization	to the Gila River
Indian Community Service Center and Housing Office	ce, to obtain information	ation on my behalf
showing that I have or have not received the Per Capita	payment that was dist	tributed on:
1/31/ 4/30/	7/31/	10/31/
My Per Capita Office information is:		
Gila River ID#:		
Signature of Release:		
Contact Phone #:	Date:	
District Service Center or Housing Use Only		
Received by:	Date:	
Completed by:	Date:	
Per Capita Office Use Only		
Received (stamp here):		
Verified as follows:		
Did Did not receive 1/31/ pay-out	Did 🗌 Did not receiv	ve 4/30/ pay-out
Did Did not receive 7/31/ pay-out	Did 🗌 Did not receiv	ve 10/31/ pay-out
PCO Verifier:(Sign & Date)		



Department of Community Housing P.O Box 528 Sacaton AZ, 85147 Fax #: 520-562-3927

RE: Verification of Disability (please return completed form to above address)

Name: ______ SSN: ____ DOB: ____

The individual named above is an applicant/tenant for housing assistance that is subsidized through the U.S. Department of Housing and Urban Development. Federal regulations require that in order for the household to be eligible, we must verify the household's income, expenses and other information using third party written verifications. The information you provide will be used only for the purpose of determining the household's eligibility for the program and will be held in strict confidence. We are required to complete our verification process in a short time period and would appreciate your prompt response to this request for information.

I, the undersigned, do hereby authorize the release of the information requested to .

Applicant / Tenant Signature:	I	Date:
(or see signed Authorization :	the Release of Information)	

PLEASE VERIFY THE CLAIMED DISABILITY BY THE ABOVE NAMED APPLICANT/PARTICIPANT

For purposes of this verification, the definition of disabled is:

A person who-- (a) Has a disability as defined in section 223 of the Social Security Act (42 U.S.C. 423); or (b) Is determined to have a physical, mental or emotional impairment that is expected to be of long-continued and indefinite duration, substantially impedes his or her ability to live independently, and is of a nature that such ability could be improved by more suitable housing conditions; or (c) Has a developmental disability as defined in section 102 of the Developmental Disabilities Assistance and Bill of Rights Act (42 U.S.C. 6001(5)). The term "person with disabilities" does not exclude persons who have the disease of acquired immunodeficiency syndrome (AIDS) or any conditions arising from the etiologic agent for acquired immunodeficiency syndrome (HIV).

Does the applicant meet the above definition of a disabled individual?YesNo Comments:				
Evaluator/Diagnostician Name:				
Date: Title:	Phone:			
Signature:				

Warning! Section 1001 of Title 18 of the U.S. Code makes it a criminal offense to make willful false statements or misrepresentations to any Department or Agency of the United States as to any matter within its jurisdiction.

FAA-1442A FORFF (12-19)

Requestor Agency

Gila River Indian Community Department of Community Housing 136 S. Main Street PO Box 528 Sacaton, AZ 85147 ARIZONA DEPARTMENT OF ECONOMIC SECURITY Family Assistance Administration (Administración de Asistencia para Familias) TRIBAL- AUTHORITY TO RELEASE INFORMATION / AUTORIDAD TRIBAL PARA DIVULGAR INFORMACIÓN

REQUESTOR'S INFORMATION

Name (Last, First, M.I.) / Nombre (Apellido, Nombre, S.I.) Housing Services Program

Phone No. / Teléfono (520) 562-3904

FAX No. / Núm. de FAX (520) 562-3927

The person whose name and signature appear below has requested your cooperation in releasing the following information. Please complete and return this form within 3 business days by fax or email.

La persona cuyo nombre y firma aparecen a continuación ha solicitado su cooperación para divulgar la siguiente información. Por favor, llene y devuelva este formulario dentro de los 3 días habiles por fax o por correo electrónico.

AUTHORIZATION TO RELEASE INFORMATION / AUTORIZACIÓN PARA DIVULGAR INFORMACIÓN

I hereby authorize and consent to the release of any and all information requested below concerning myself and my household's members to the requesting party above. The confidentiality of the information furnished will be preserved except where disclosure of this information is required by applicable law.

Por la presente, autorizo y consiento en que se divulge toda y cualquier información que se solicita a continuación acerca de mí y los miembros de mi hogar. Se mantendrá la confidencialidad de la información proporcionada, excepto cuando la ley aplicable exija la divulgación de esta información.

PARTICIPANT'S INFORMATION

Name (Last, First, M.I.) / Nombre (Apellido, Nombre, S.I.)

Soc.Sec.No or Date of Birth (DOB) / Núm.de Seg. Soc. o

Fecha de nacimiento .

Mailing Address (No., Street, City, State, ZIP) I Dirección Postal (Núm. Calle, Ciudad, Estado, C.P)

AZTECS No. / Núm.de AZTECS _____

Date of Request / Fecha de solicitud

PARTICIPANT'S INFORMATION

Name (Last, First, M.I.) / Nombre (Apellido, Nombre, S.I.)

Soc.Sec.No or Date of Birth (DOB) / Núm.de Seg. Soc. o

Fecha de nacimiento ______ Mailing Address (No., Street, City, State, ZIP) / Dirección Postal (Núm. Calle, Ciudad, Estado, C.P)

AZTECS No. / Núm.de AZTECS _____

Date of Request / Fecha de solicitud

Signature / Firma .

Signature / Firma .

DES OFFICE USE ONLY, DO NOT WRITE BELOW THIS LINE SOLO PARA EL USO DEL DES, NO ESCRIBA DEBAJO DE ESTA LÍNEA

Benefit Type	Cash Assistance (CA) IN/A M	Nonthly Amount \$	Expiration / Renewal Date			
Benefit Type	Nutrition Assistance (NA) 🛛 N/A	Monthly Amount \$	Expiration / Renewal Date			
Names of Indi	Names of Individuals Included in Case					
Additional Comments						
I certify that the information provided is correct to the best of my knowledge.						
Name of DES Person Providing Information						
Signature of D	ES Person Providing Information		Date			
Title			Phone No.			

See page 2 for USDA/EOE/ADA/LEP/GINA disclosures • Vea la página 2 para leer la declaración USDA/EOE/ADA/LEP/GINA



Enrollment/Census Department Post Office Box 97 Phone: (520) 562-9790 Fax: (520) 562-8103

Authorization to Release Information Form

Requestor's Name:	GRID# or DOB:	
Address: Phone:		
I give authorization to the Enrollment/Census Department to release requested documents for:		
Self Minor Child GRIC Member whom I have legal guardianship of		
NAME	Date of Birth GRID#	
Please release the following:		
	me & Fish Wildlife 🛛 🗌 Family Tree	
Indian Blood Form Fo	m (Eagle Feather) (Sent by U.S. Mail)	
Delivery Method		
🗌 Hold for Pick-Up 🛛 🕅 M	ail Fax* "Original will be mailed to requestor unless otherwise inc	licated
Send to: (department/agency name, if applicable)		
Name: Phone: 520-562-3904		
Address: P.O Box 528	Fax: <u>520-562-3927</u>	
City, State, Zip: Sacaton Az, 85147 Deadline Date:		
Requestor's Signature:	Date:	
Notarization required if submitted by mail, fax, or a third party		
State of:)		
County of:)		
Subscribed and sworn or affirmed and acknowledged before me thisday of, 20		
MY COMMISION EXPIRES:		
(seal)		
NOTARY PUBLIC		
Enrollment Department Use Only		
Received By:	Date:	
Completed By/Notes:	Date:	

Revised:03/04/2019





APPLICANT ATTESTMENT:

I attest the information provided by me is true and correct and that I am not receiving and do not anticipate receiving any other source of public or private subsidy or assistance for the costs that are subject of my application.

I understand that I cannot receive any other source of public or private subsidy or assistance for the costs that are subject of my application, that it is my responsibility to immediately notify the Gila River Indian Community Department of Community Housing (DCH) if any of my circumstances change, and I must immediately notify DCH if I apply for or receive any other source of public or private subsidy or assistance for costs that are subject of my application because I will no longer be eligible for assistance from DCH under the Emergency Rental Assistance Program.

APPLICANT SIGNATURE	DATE
APPLICANT SPOUSE / SIGNIFICANT OTHER	DATE
OTHER ADULT MEMBERS OF HOUSEHOLD	DATE
OTHER ADULT MEMBERS OF HOUSEHOLD	DATE
OTHER ADULT MEMBERS OF HOUSEHOLD	DATE
OTHER ADULT MEMBERS OF HOUSEHOLD	DATE

Main Office PO BOX 528 * Sacaton, AZ 85247 * (520) 562-3904 * Fax (520) 562-3927 * Maintenance Warehouse (520) 796-4450 Fax (520) 796-4551 * Construction Office (520) 796-4550 * Fax (520) 796-4551 * West End Office (520) 796-4555 * Fax (520) 796-4556