

## DOCUMENTATION REQUIRED FOR RIVER OF HOPE ASSISTANCE

CHECK "YES" OR "NO" TO THE FOLLOWING QUESTIONS:

.You **must** bring documentation of all your "YES" answers with you for interview.

### APPLICATION MUST BE COMPLETE

**\*\*\*River of Hope only helps with a portion of Rent or Utilities\*\*\***

- | YES                      | NO                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Must be a resident of BIRD (Brazosport Independent School District) Zip codes: 77566, 77541, 77531.   |
| <input type="checkbox"/> | <input type="checkbox"/> | Must have current Texas Department of Safety issued Drivers License or picture ID over the age of 18.                                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Must have Social Security Cards for every person in home? <i>Must be the actual card! No exceptions!</i>                                    |
| <input type="checkbox"/> | <input type="checkbox"/> | Must have had a crisis with in the last 4 months*   |
| <input type="checkbox"/> | <input type="checkbox"/> | Must have documentation of this crisis?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Must have proof of all monthly bills and other expenses for the previous 30 days.<br>We must be able to document the 'need' for assistance. |

- \*A crisis is something that has affected your income or expenses. You must have documentation of this crisis. An example of this is; job termination notice, a recent paid hospital bill showing a medical condition, a car repair receipt from Repair Shop, etc. A high utility bill, quitting your job, unemployment ran out, DOES NOT qualify as a crisis.

**STOP!** If you cannot answer YES and supply all documentation to all above questions, River of Hope cannot assist you at this time

### Proof of Income

- | YES                      | NO                       |  | YES                      | NO                       |                       |
|--------------------------|--------------------------|--|--------------------------|--------------------------|-----------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Current or Past Employment<br>(Last 4 paycheck stubs – or Employment Letter) | <input type="checkbox"/> | <input type="checkbox"/> | Self-employment       |
| <input type="checkbox"/> | <input type="checkbox"/> | Retirement or Pension  | <input type="checkbox"/> | <input type="checkbox"/> | Worker's Compensation |
| <input type="checkbox"/> | <input type="checkbox"/> | Unemployment check   | <input type="checkbox"/> | <input type="checkbox"/> | Social Security       |
|                          |                          |  | <input type="checkbox"/> | <input type="checkbox"/> | Child Support         |

- Any Adult under the age of 62 and not employed full time (30 hours or more each week), and is not legally declared handicapped by SSI or a licensed doctor, must register with the Texas Work Source either in person or on Internet, and must have print out of this registration at time of interview.
- If you have had 'NO INCOME' within the previous 30 days, you will need written statements and copies of the I.D.'s from two (2) witnesses who have knowledge of how you have been meeting your living expenses.

### Proof of Government Assistance

- | YES                      | NO                       |                                       | YES                      | NO                       |                         |
|--------------------------|--------------------------|---------------------------------------|--------------------------|--------------------------|-------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Food Stamp Award Letter               | <input type="checkbox"/> | <input type="checkbox"/> | Medicaid or Medicare    |
| <input type="checkbox"/> | <input type="checkbox"/> | TANF Award Letter                     | <input type="checkbox"/> | <input type="checkbox"/> | WIC                     |
| <input type="checkbox"/> | <input type="checkbox"/> | Section 8 or HUD Housing Award Letter | <input type="checkbox"/> | <input type="checkbox"/> | Disability SSI or SSIDI |

### Proof of Residency

- | YES                      | NO                       |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Rental lease ( <b><u>MUST HAVE</u></b> ) Lease – is a binding contract between you and landlord. |

### What type of assistance are you seeking (we can only help with one)

- | YES                      | NO                       |      | YES                      | NO                       |         |
|--------------------------|--------------------------|------|--------------------------|--------------------------|---------|
| <input type="checkbox"/> | <input type="checkbox"/> | Rent | <input type="checkbox"/> | <input type="checkbox"/> | Utility |

### Information needed for Rental Assistance

- | YES                      | NO                       |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | You must have Late or Eviction notice<br>Stating how much is owed. |

### Information needed for Utility Assistance \*

- | YES                      | NO                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Disconnect notice and two<br>Month's history of that bill |

- If you are applying for financial assistance for a bill that is not in your name, you will need a letter from the person whose name appears on the bill stating why the account is in his/her name. We will also need that person's current address (proving he/she does not live at the same address) and a copy of that person's picture ID; as well as a similar letter and picture ID from one other source that can verify the information your are submitting.