**NASHVILLE-DAVIDSON COUNTY**

**COVID-19 APPLICATION for**

 **RENT/MORTGAGE ASSISTANCE**

**Affordable Housing Resources**

**in partnership with**

**MDHA** **CDBG-CV program**

**or**

**United Way’s Metro Cares Act Program.**

This program is supported by Community Development Block Grant (CDBG-CV) funds from the U.S. Department of Housing and Urban Development (HUD) or the Cares Act funding awarded to Metro Nashville. Federal regulations require that we obtain information to document that assistance is being provided to lower-income households. This information is collected for statistical purposes only and is kept in strict confidence. The applicant should complete this form providing income information for all persons residing within their household, regardless of whether or not they are related. Income verification is ***MANDATORY*** for the CDBG-CV program participation.

Fill out and return this application and checklist with all required documentation attached. **The application will not be processed unless it is completely filled out AND all supporting documentation is provided. *If an item does not apply to you, please write in N/A beside the check box.***

If you have questions please contact us at **Affordable Housing Resources, 615-251-0025 ext 0 or** for a **telephone device for the deaf 615-440-3106**. To request accommodation or language assistance call: 615-251-0025 ext 0. **Submitting this application does not obligate the applicant or Agency in any way.** If it is determined that you qualify for assistance, you will be notified via phone and email.

**APPLICATION**

☐ Completed checklist and application forms for signature and/or initialed include (*signed and dated by* a*pplicant, co-applicant)*

☐ Applicant(s) Signature – Income/Asset Self-Certification *Section 10, Page 6*

☐ Duplication of Benefits Questionnaire: Page 7

☐ Duplication of Benefits - Repayment Agreement: Page 8

**IDENTIFICATION**

☐ Driver’s license or state issued photo ID: *copies all adult household members*

☐ Identification (issued by a 3rd party): *for all household members under the age of 18*

**HOUSING INFORMATION:**

 **RENTAL ASSISTANCE:**

☐ Current Lease in the name of the applicant

☐ Late or eviction notice

 **MORTGAGE ASSISTANCE:**

 ☐ Mortgage statement(s): copy of most recent

☐ Copy of a utility bill, driver’s license, etc. showing applicants name with address matching the home.

**FINANCIAL INFORMATION/INCOME LOSS DUE TO COVID-19:**

*(Please write in N/A if you do not have a document.)*

☐ Current bank statements - all checking and savings accounts, applicant, co-applicant.

☐ 1 month of current pay stubs (for all household members age 18 or older)

☐ Social security award letters for all household members

☐ Child support current printout

☐ Unemployment statement, etc*.*

☐ Privacy Policy*. (obtain the form from AHR)*

 **Documents proving reduction of income**:

*(Please write in N/A if you do not have a document.)*

☐ Unemployment filing

☐ Letter from employer of termination

☐ Prior tax returns and YTD profit and loss statements (self-employed applicants)

***Remember these rental assistance funds are limited and will be awarded in the order completed applications with all the requested document are received.***

 ***Additional documentation/information may be required upon receipt and review of the information provided.***

**When Completed Fax, Email, Mail, or Hand Deliver To:**

**Affordable Housing Resources**

**615-251-0025 ext 0**

**sbosworth@ahrhousing.org**

**fax 615-256-9836**

***Affordable Housing Resources does not discriminate against any person in program or client services regardless of race, color, age, national origin, marital status, sex, disability, religion, or any other legally protected status.***