

Date Submitted: _____

Time Submitted: _____

Received by: _____

Application #: _____

**NAVAJO HOUSING AUTHORITY
COVID-19 EMERGENCY RENTAL ASSISTANCE
PROGRAM APPLICATION**

Applicant Information

Name: _____ Date: _____
(Last) (First) (MI)

Date of Birth: _____ Tribal Enrollment No.: _____ SSN: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____ County: _____ Phone: _____

Physical Address: _____

City: _____ State: _____ Zip: _____ County: _____ Email: _____

General Information

- Are you or is a member of your household a member of an Indian tribe? ____ Yes ____ No
If yes, name of Tribe: _____
- Do you rent the home in which you are living? ____ Yes ____ No
- Have you or any member of your household applied for Emergency Rental Assistance through the State, another Tribe, or any other source? ____ Yes ____ No

Household Member Information:

Name	Date of Birth	Last 4 digits of SSN	Tribal Enrollment No.	Annual or Monthly Income	Income Source

Income Verification

Below, provide information on either the total annual income of your household for calendar year 2020 or your total household monthly income.

1. **Annual income** of household: \$ _____
 - a. Applicant must attach and submit a wage statement, interest statement, unemployment compensation statement, or a copy of Form 1040 as filed with the IRS for the household for 2020.
2. **Monthly income** of household: \$ _____
 - a. Applicant must submit sufficient confirmation of the household’s monthly income at the time of application for at least the two months prior to the submission of this application.

Financial hardship

- Do you or any individual in your household qualify for unemployment benefits? Yes No
 - a. If yes, attached supporting documentation demonstrating each individual’s qualification for unemployment benefits.
- Have one or more individuals in your household experienced any of the following financial hardship due directly to the COVID-19 pandemic? (check all that apply)
 - A reduction in household Income.
 - Loss of Employment/Temporary Layoff/or Furlough.
 - Reduction in hours/pay.
 - Unable to work or experiencing financial hardship due to no child care/school.
 - Underlying medical condition requiring staying home to prevent exposure.
 - Loss of self-employment/business income.
 - a. If you checked any of the boxes above, attach supporting documentation for each hardship. (e.g. copies of most recent paycheck stubs or other sources of income showing decrease in income; email/letter showing notification of unemployment/reduction in hours, etc.)

Housing Instability

- 1. Does one or more individuals in your household face a risk of experiencing homelessness or housing instability, which may include (check all that apply):
 - A past due utility or rent notice or eviction notice.
 - Unsafe or unhealthy living conditions.
 - Any other evidence of such risk.
 - a. If you checked any of the boxes above, attached supporting documentation demonstrating each type of housing instability (e.g. past due utility or rent notice or eviction notice, add any other evidence of risk).
 - b. If you checked any of the boxes above, please describe the details of your housing instability:

Additional Requirements

- 1. Applicants must sign a release of information form allowing the Navajo Housing Authority to verify any and all information required to participate in the COVID-19 Emergency Rental Assistance Program.
- 2. For each additional month that applicants seek Financial Assistance under the ERA Program, they must submit information and documentation for the rent and utility costs for that month and prospective months for which they seek assistance.

Applicant Acknowledgements

I understand that I am required to update my application whenever any determining factor of eligibility changes. This includes employment/annual income, contact information, no longer qualifying for unemployment benefits, no longer experiencing a reduction in household income or other financial hardship, no longer facing a risk of homelessness or housing instability, or having a household income that is above 80 percent of the Area Median Income for the household.

By my signature below, I hereby certify that all of the foregoing information and attached documentation is true and correct. I understand that providing any false statements, false information, any misleading statements or information, or if I fail to notify the Navajo Housing Authority of any changes to my household's eligibility, will be grounds for denial of the application or, if assistance has already been granted, recapture of any funds granted, and may be grounds civil or criminal prosecution if the Navajo Housing Authority and/or the Navajo Nation determines it is appropriate to do so.

APPLICANT SIGNATURE

DATE

Application Received by Navajo Housing Authority:

NHA ERAP STAFF Name (Print)

TITLE

NHA ERAP STAFF MEMBER SIGNATURE

DATE

OFFICIAL USE ONLY	
Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No	Reason: _____ _____ _____ _____
Area Median Income:	_____
County:	_____
Date Communicated to Applicant:	_____
NHA ERAP Staff Signature:	_____
ERAP Supervisor Signature:	_____
ERAP Program Manager Signature:	_____

NAVAJO HOUSING AUTHORITY
COVID-19 Emergency Rental Assistance Program
Application Checklist

Please review your application to make sure that contains the following information:

For all Applicants:

- Tribal Enrollment Card
- Proof of membership of an Indian Tribe for each household member (*if applicable*)
- Income Verification for each member 18 or older
 - Annual Income (a wage statement, interest statement, unemployment compensation statement, or a copy of Form 1040 as filed with the IRS for the household for 2020)
or
 - Monthly received in the last 60 days (2 months)
- Release of Information Form

Submit the following documentation if applicable:

- Documentation of each household member's qualification for unemployment benefits
- Letter / Email from employer showing your lay off, furlough status, or decrease in hours
- Other documents showing a reduction in household Income
- Documents showing loss of self-employment/business income
- Documents showing other financial hardship
- Copy of lease or rental agreement showing required rental payments or deposits
- Copy of utility bill(s)
- Copy of a past due utility or rent notice or eviction notice
- Documents showing unsafe or unhealthy living conditions
- Any other evidence of risk of housing instability