



City of Santa Ana CARES for Tenants Program

Re-Verification of Income

Families who have already applied or been approved for emergency rental assistance since May 1, 2020 (previous participants), may be considered for additional assistance up to their total rent owed on or after April 1, 2020 after re-certifying their eligibility that they are still having difficulty paying rent because of a COVID-19 impact and submission of the additional verification of income and at risk of homelessness documentation. The City will provide assistance to eliminate rental arrears and pay up to three months of prospective rent for eligible households. The total amount of financial assistance an eligible household may receive must not exceed 18 months.

Additional forms will be required of the families to re-verify their income and at-risk of homelessness. The family must be currently eligible with all of the current program requirements provided in the Program Guidelines. The family will not need to resubmit a new application and can be re-certified separately from the standard application. Re-certification must be documented before an additional payment will be sent to the landlord or paid to the tenant.

SECTION 1: Documentation Available to the Applicant

INSTRUCTIONS FOR APPLICANT: Answer by circling yes or no to each source of income for your household. Attach the required documentation for each member of your household 18 years of age or older where you circled yes. If you do not have any of the sources of income listed, please continue to **SECTION 2.**

SOURCE OF INCOME	YES / NO	# OF HH MEMBERS	<u>IF YES, PLEASE ATTACH THE MOST CURRENT DOCUMENTATION BELOW</u>
Salary, Wages, Tips	Yes No		Copies of the 3 most current paychecks/paystubs OR Written verification of employment from employer including salary/wage information and number of hours worked each week and the last filed Federal Income Tax Returns.
Self-employed Profits	Yes No		Account records OR Most current quarterly income tax return
Unemployment Insurance	Yes No		Copy of award/benefit letter OR Copy of most recent check OR Three most recent bank statements showing deposits of award/benefit check
SSI/SSDI – Supplemental Security Income/Disability Aid	Yes No		
Pension	Yes No		
Cash Aid for Families with Children (CaWORKs)	Yes No		Award letter stating the amount of benefit OR Copy of most recent check OR Written statement from Caseworker stating the benefit amount



STAFF USE ONLY:

This organization is supported with Federal funding. According to Title 18, Section 1001 of the U.S. Code, it is a felony for any person to knowingly and willingly make false or fraudulent statement to any department of the United States Government. By signing this Document, I certify under penalty of perjury, that all the information on this application is correct to the best of my knowledge and belief, and I acknowledge that such information is subject to verification.

Full Name: _____

Agency: _____

Signature: _____

Date: _____

To verify the written attestation of the household's income, you must attach a PolicyMap that shows the average income in the neighborhood in which the renter lives. Then, circle the income limit under which the household qualifies for assistance:

Family Size	Maximum Family Income (80% AMI)	Family Size	Maximum Family Income (80% AMI)
1	\$75,300	5	\$116,200
2	\$86,050	6	\$124,800
3	\$96,800	7	\$133,400
4	\$107,550	8	\$142,000