

**Rental Assistance:
What You Need to Know**

All referrals for rental assistance must have been referred to our agency through EntryPoint. EntryPoint is a collaborative effort to refer those in need to agencies that serve their area. To access EntryPoint, **please call 877-426-6515** or speak to your caseworker here at BEDS for an internal referral.

To apply for rental assistance, you must provide the following:

- Government issued photo ID for everyone over 18 (state ID card, driver's license, passport)
- Birth certificate for everyone under 18
- Social Security cards for everyone that has a social security number (in some cases a printout from Social Security stating you have applied for a replacement card may be accepted)
- DHS letter or computer printout that specifies your food stamp benefit
- Current lease or an intent to rent form showing the landlord's willingness to rent to you
- 5-day eviction notice (or one of the following: proof of McKinney Vento status or homeless verification letter from a shelter or outreach worker). In cases of a person attempting to flee domestic violence, a form will be provided to document domestic violence
- Proof of current income including earned income, child support, SSI/SSDI award letter, unemployment benefit statement, cash income through work verification letter, etc. (this must be more than monthly rent and basic need expenses)
- Proof of LIHEAP award or denial for LIHEAP may be required for some programs
- Proof of eligible crisis

Eligibility is based on need and proof of a **temporary crisis** that has been resolved. **Documentation must be provided for the crisis.**

Examples of eligible crisis include but are not limited to the following:

- Reduction in wages (does not include seasonal work)
- Job loss (must show proof of termination)
- Significant change in household configuration
- Missed work due to medical issues
- Homelessness (must provide homeless verification letter)
- Fleeing domestic violence
- Victim of a crime that requires fleeing housing or results in missed work (must have police report)
- Medical bills (must show bills were paid and resulted in insufficient funds to pay rent)

Please keep in mind:

- Eligibility is based on the housing unit meeting the fair market rent for the area.
- Eligibility for some programs has a maximum gross income allowed.
- Your landlord will need to complete a packet provided by our agency.
- In most cases, seasonal employment is not an eligible crisis. For example, a school employee who is not working during winter, spring or summer break is aware they will either need to plan to find employment for those periods or will need to save for the regularly scheduled time off from work.

You may be eligible, but funds may not be available or may be exhausted, resulting in a denial. Assistance is not guaranteed or set aside as you gather documentation. Additional documents may be required based on the program. Only after all documents are provided can your application be approved.