



## Emergency Rental Assistance Eligibility Criteria and Required Documents

### **ELIGIBILITY CRITERIA**

*In order to be determined eligible for emergency financial assistance, you must be a resident of **Essex County** that is **literally homeless** or at **imminent risk of becoming homeless**. Proof of homelessness requires a letter from an emergency shelter provider or transitional housing provider.*

*If you are at imminent risk of becoming homeless the original court summons, with docket number, is required along with your current lease.*

**\*\*\* All documents must be originals \*\*\***

### **EMERGENCY RENTAL ASSISTANCE**

Identification	Proof of Income
<i>(For each household member)</i> Photo ID Birth Certificate Social Security Card	<ul style="list-style-type: none"> <li>• 4 Current Pay Stubs</li> <li>• Social Security Disability / State Disability Proof</li> <li>• SSI income is acceptable <b>ONLY</b> for persons under the age of 18 that reside in the same household</li> <li>•</li> </ul>
Proof of Burden	Proof of County Residency
Court Summons for Eviction <b>or</b> Letter from Shelter Provider/Transitional Housing provider <b>or</b> <u>Notarized</u> Proof of burden letter that clearly states the reason for homelessness or risk of homelessness ( This will be accepted based on a case by case basis)	<ul style="list-style-type: none"> <li>• Utility Bill</li> <li>• Telephone Bill <i>(no cell phone bills)</i></li> <li>• Cable Bill</li> </ul> For any children that live in the household proof of address must be submitted. (This can be proven with any current official document that lists the child's address as the same as the parent )
Additional Information	
	<ul style="list-style-type: none"> <li>• Rental payment history or last two rent receipts</li> <li>• Current Rental Lease <i>(For those seeking rental arrears only. Lease agreement must be for a one year term)</i></li> </ul>

**NOTE: Eligibility is determined ONLY after an initial consultation with a Case Manager. Financial assistance is provided based on the AVAILABILITY of funding. NESF DOES NOT GUARANTEE ASSISTANCE BEFOREHAND.**