

Emergency Rental Assistance Program

What is valid documentation?

1. Live in Allegheny County

- a. Determined by the online application based upon address

2. Below 80% AMI (At least one of the following for each adult over 18 not a full-time student)

- a. 2020 Tax Forms (do not need to be signed) – must include ALL income sources for the year
 - i. 1040
 - ii. W2
 - iii. 1099
- b. Last two months of income information
 - i. Paystubs covering the last two months w/ name and pay amounts
 - ii. Pay statements covering the last two months w/ name and pay amounts
 - iii. Government documentation of benefits w/ name and pay amounts
 1. UC/ PUA/ SSI/ other government payment determination letter w/ effective or mailed date dated within the last 90 days
 2. UC/PUA/SSI/ other government payment statement of payments from last two months showing how much is paid
 3. Self-Certification of Income Form signed on behalf of the tenant based on their verbal statement that this income has not changed and they are unable to obtain an updated statement
 - iv. Self Certification (if top two are impossible) – Form filled out and signed

3. Due to COVID

(any one of the following for any one household member)

- a. Unemployment
 - i. UC Letter dated March 13, 2020 or later w/ name visible
 - ii. Statement in application that they had to go on unemployment due to COVID

b. Loss of Income

- i. Pay stub before March 13, 2020 with pay stub after March 13, 2020 showing at least a 15% loss of annual income w/ name and pay period
- ii. Third-party documentation from employer stating applicant's name w/ termination or reduction in hours due to COVID
- iii. Statement in the application that they lost income due to COVID with a brief explanation

c. Increase in Expenses

- i. Utility bills evidencing an increase in expenses w/ name
- ii. COVID medical bills evidencing an increase in expenses w/ name
- iii. Statement in the application that expenses increased due to COVID with a brief explanation

d. Financial Hardship

- i. PUA determination letter w/ name
- ii. Statement in the application that there is a financial hardship due to COVID with a brief explanation

**4. Risk of Homelessness/ Housing Instability
(any one of the following for any household member)**

- a. Written lease and Self Certification form filled out and signed (lease must meet 5a criteria)
- b. Statement or notice evidencing back owed rent
- c. Statement or notice evidencing back owed utility payments
- d. Eviction notice or documentation
- e. Self-Certification of Risk of Homelessness Form signed on behalf of the tenant based on their verbal statement via phone that they owe rent or utilities

5. Lease (any one of the following)

- a. Written Lease w/ landlord name, tenant name, rent amount, address, and signatures
- b. Oral lease form completed and signed
- c. Utility bill, government mail w/ name and address, or photo id w/ address (if top two are impossible)