

Required Documents Page 1

Identification

Copy of one picture ID for all adult household members

Homeownership

Mortgage Statement (current – or – repaid)

Assistance received (where applicable)

FEMA (Disaster Emergency Funds)

SBA (Award/Denial/Withdrawal Letter)

Insurance

Flood – Nat'l Flood Ins Prog Final Report or Proof of Loss Statement (no copies of checks)

Homeowner's Insurance (Settlement Statement)

Auto Insurance (Settlement Statement)

ICC Grant for elevation (Award Letter or Promissory Note)

Gap Funding Initiative (if applicable) (Award Letter or Promissory Note)

SHRAP (receipts if applicable)

Charitable assistance (Award letter or cancelled checks)

Initial Documentation Verification

Monthly expenditures

RREM Documentation (whatever is applicable)

Environmental Clearance

Substantial damage letter – OR – Non-substantial damage acknowledgment

F-7 Verification of Disability

Homeowner Calculation Award (Exhibit 1 Grant Award Calculation)

Estimated Cost of Repair (Scope of Work)

Work-in-Place Report

Income / Cash

Current income - all adult members of household (3 current Paystubs/Soc Sec/Pension)

Tax return for previous year

Bank statements – 3 months most recent for Checking/ Savings

Balance statements – 1 most recent for Investment/Retirement Accounts

Disaster related construction expenditures (where applicable)

**** If you are requesting Rental Assistance Only and RREM Step 5 is completed, the Homeowner Calculation Award (Exhibit 1 Grant Award Calc) is sufficient****

*Invoices – Stamped Paid on Company Letterhead or with cancelled check
Attached*

Current contract and/or Estimate

Credit card statement showing purchases made for home repair, etc.

Lease agreement for rental and Landlord's W9

Receipts for Additional expenses: rent, furniture, moving, storage, etc.

Monthly Expense Report

Name:	Monthly Expenses
Mortgage Payment	
Rent Payment	
Utilities	
Gas	
Electric	
Water/Sewer	
Cable/Internet/Phone	
Cell Phone	
Car Payment	
Car Insurance	
Health Insurance (out of pocket)	
Life Insurance (out of pocket)	
Credit Card Payment (average monthly payment)	
SBA Loan Payment	
Student Loan Payment	
Gas (Car)	
Groceries	
School Lunch	
Storage Unit	
Recurring Medical Expenses	
Dr. visits/co-pays	
Prescriptions/co-pays	
Church Tithe	
Other	
TOTAL	