

EMPOWOR ID # _____

COVID 19 PANDEMIC RELIEF ASSISTANCE APPLICATION CHECKLIST

The following documents are **REQUIRED** in order to process your application:

Los siguientes documentos son REQUERIDOS para procesar su solicitud:

- VERIFICATION OF ALL INCOME** (Paystubs, UIB, SSI/RSDI, Pension letter)
VERIFICACIÓN DE TODOS LOS *INGRESOS* (*Recibos de pago, UIB, SSI / RSDI, carta de pensión*)
- IDENTITY VERIFICATION** (State issue ID, Passport, Alien Card)
VERIFICACIÓN DE IDENTIDAD (*Identificación de emisión estatal, pasaporte, tarjeta de extranjero*)
- BIRTH CERTIFICATE FOR ALL HOUSEHOLD MEMBER**
CERTIFICADO DE NACIMIENTO PARA TODOS LOS MIEMBROS DEL HOGAR
- SOCIAL SECURITY CARD FOR ALL HOUSEHOLD MEMBERS**
TARJETA DE SEGURO SOCIAL PARA TODOS LOS MIEMBROS DEL HOGAR
- COURT EVICTION NOTICE**
AVISO DE DESALOJO DEL TRIBUNAL
- CURRENT RENTAL LEASE AGREEMENT**
CONTRATO DE ARRENDAMIENTO DE ALQUILER ACTUAL

POST INTAKE INFORMATION

- W-9** (Must obtain from landlord)
W-9 (Debe obtenerse del propietario)
- OCEAN INC LANDLORD CONSENT FORM** (must complete)
FORMULARIO DE CONSENTIMIENTO DEL PROPIETARIO DE OCEAN INC (*debe completar*)
- VERIFICATION OF DELINQUENT AMOUNT OF RENT**
VERIFICACIÓN DE CANTIDAD DE ALQUILER MOROSA
- VERIFICATION OF MORTGAGE** (if applicable)
VERIFICACIÓN DE HIPOTECA (*si aplica*)
- PROOF OF HOUSING INSURANCE** (if applicable)
COMPROBANTE DE SEGURO DE VIVIENDA (*si aplica*)

PRESCREENING CHECKLIST

COVID 19 PANDEMIC RELIEF ASSISTANCE

FIRST NAME:	LAST NAME:	PHONE #:	EMAIL:
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		YES	NO
1.	WERE YOU IMPACTED DIRECTLY DURING COVID-19 PANDEMIC TIME PERIOD?		
2.	ARE YOU CURRENTLY WORKING?		
3.	DO YOU HAVE A WORK RETURN DATE? (IF APPLICABLE)		
4.	DID YOU APPLY FOR UNEMPLOYMENT?		
5.	ARE YOU BEHIND IN YOUR RENT OR MORTGAGE?		
6.	DID YOU RECEIVE AN EVICTION NOTICE ISSUED BY THE COURTS?		
7.	IS ANYONE IN YOUR HOUSEHOLD RECEIVING BENEFITS FROM THE BOARD OF SOCIAL SERVICES/MUNICIPAL WELFARE AGENCY?		
8.	DID YOU APPLY FOR BENEFITS AT THE BOARD OF SOCIAL SERVICES/MUNICIPAL WELFARE AGENCY?		
9.	IS ANYONE IN YOUR HOUSEHOLD RECEIVING ANY UNEARNED INCOME?		
10.	DID YOU RECEIVE A STIMULUS CHECK?		
11.	IS ANYONE IN YOUR HOUSEHOLD RECEIVING ANY HOUSING ASSISTANCE?		

X _____
(CASE MANAGER)

(DATE)

APPOINTMENT DATE:	TIME:
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