



# Emergency Rent Assistance

## Behind in your rent? Follow these steps to get help

### Are you eligible?

- You have a low household income and
- Are in immediate danger of eviction or homelessness

### How Catholic Family Center (CFC) can help:

- Counseling and support to help clients develop a stable housing plan
- One-time direct financial assistance for:
  - overdue rent payments
  - overdue utility payments
  - security deposit to move to more stable housing.

### First, please gather these documents:

There are several documents you will need to provide. Please start gathering as much as you can ahead of time. Your case worker will tell you exactly what is needed for your unique situation.

- Current proof of income
- Proof of current housing
- Proof of your current housing emergency (*examples: pay or quit notice, verification of homelessness*)
- IDs and Social Security numbers for everyone in the household

### Next Steps:

- 1. Intake:** Call 2-1-1 to complete screening & receive a referral to an agency providing Rent assistance.
- 2. Case Work Appointment:** Once you have completed Step 1, you will get an appointment with a caseworker. They will help you develop a plan, review documentation, and let you know of any other requirements. This meeting can be done by phone or in person.
- 3. Decision:** Once CFC has all the documentation, a decision will be made whether your request can be approved or denied. If approved, a Promise to Pay letter will be sent to the landlord. **All payments will go to providers, not directly to clients.**

*These are challenging and uncertain times. CFC is here to support you on your path to housing stability.*

**Learn more: [www.emergencyrentROC.org](http://www.emergencyrentROC.org)**