



Required Documents for RAFT – July 2023

****For All Applications – An email address AND Photo Identification are required to register your account and your RAFT Application for both the Tenant AND the Landlord****

Applying for Arrears – Staying in Same Unit

- ID for Head of Household
- Proof of Income – for all household members above the age of 18 years old
 - Two Paystubs – dated within the last 60 days
 - Unemployment Benefits Statement with weekly benefit amount or bank statement showing Unemployment deposit dated within the last 60 days
 - SSI or SSDI – most recent benefit letter dated within the last 12 months or bank statement showing deposit dated within the last 60 days
 - Child Support – DOR statement, DOR deposit or bank statement within the last 60 days, letter from parent paying child support with the amount and frequency of payments
 - Other sources of income – Letter or other third-party verification showing current income dated within the last 60 days
- All Household Members' names, SSN's and Proof of Income. If the applicant or household member does not have an SSN, that is ok, you may check off No SSN on application
- Proof of Current Housing – Lease or letter from landlord with address & all current tenants in unit
- Proof of Crisis – 14-Day Notice to Quit or Court summons/eviction paperwork
- Formal Ledger showing rent owed and a breakdown of months paid/owed – RAFT will only cover rental arrears, NO future rental stipends will be granted
- Landlord Contact Information (Name, Phone Number / Email Address)

Applying for Start Up Costs – Moving to a New Unit

- ID for Head of Household
- All Household Members' names, SSN's and Proof of Income – If the applicant or household member does not have an SSN, that is ok, you may check off No SSN on application
- Proof of Income (see first section for examples of income documentation)
- Proof of Housing Crisis to Move (eviction notice, overcrowding, health & safety (letter from doctor or board of health), homeless statement, Domestic Violence self-statement or police/court documents, advocate support statement)
- Proof of Current Housing

Applying for Utilities Only

- ID for Head of Household
- Proof of Income (see first section for examples of income documentation)
- All Household Members' names, SSN's and Proof of Income – If the applicant or household member does not have an SSN, that is ok, you may check off No SSN on application.
- Proof of Current Housing / Proof of renting – Lease, rent receipt, or letter from landlord.
- Shut Off / Disconnection Notice from Utility Provider

****For Subsidized applicants, please note that you will be asked to provide the following:**

- Current Rent Share
- Verification of a hardship or increase in expenses for the period when your rent was not paid (ex. receipts or expense statements/paid bills showing **unexpected** expenses impacting ability to pay rent), AND if a decrease of income occurred provide documentation it was reported to your Housing Authority
- Please Note: Subsidized applicants may only use RAFT for 6-months of rental arrears per year