

DOCUMENTATION REQUIRED FOR RIVER OF HOPE ASSISTANCE

You **MUST** bring all documentation with you for interview

*****River of Hope only helps with a portion of Rent or Utilities*****

Updated January, 2019

***A crisis is something that has affected your income or expenses. You must have documentation of this crisis. An example of this is; job termination notice, recent paid unexpected medical expense, a car repair from actual Repair Shop, etc. A high utility bill, quitting your job, or exhausting unemployment benefits, DOES NOT qualify as a crisis.**

Applicant & Household Members	Caseworker review and notes
Must be a resident of BISD (Brazosport Independent School District) Zip Codes 77531,77541,77566.	
Must have current Texas Department of Safety issued Driver License or picture ID over age of 18 for everyone in home.	
Must have Social Security Cards for every person in home! Must be actual card! No Exceptions!	
Must have had a crisis with in the last 4 months	
Must have proof of all monthly bills and other expenses for the previous 30 days.	
Must have Legal Lease signed by you and your landlord. Lease must list all members of household.	

****** STOP! ****** If you cannot answer YES and SUPPLY all DOCUMENTATION to all above questions, River of Hope cannot assist you at this time. We must be able to document the "need" for assistance

What type of assistance are you Seeking (we can only assist with one)	
RENT - You must have Late or Eviction notice stating how much you owe. Bring receipts showing how much you have paid.	
Utility - Two(2) Month's history of that bill, along with Disconnect notice	

Proof of Income*	
Current/Past Employment-Last 4 paycheck stubs OR Employment Letter	
Unemployment pay stubs or papers	
Self-employment - must have documentation such as receipt, taxes etc.	
Social Security	
Child Support	
Other - Retirement, Worker's Compensation, etc.	

Government Assistance	
Food Stamp Award Letter / TANF Award Letter	
Section 8 or HUD Housing Award Letter	
Social Security - SSI or SSID	
WIC	
Medicaid or Medicare	

*** Any adult under the age of 62 and not employed full time (30 hours or more each week), and is not legally declared handicapped by SSI or a licensed doctor, must register with the Texas Work Source either in person or on Internet, and must have print out of this registration at time of interview.**

*** If you have had "NO INCOME" with in the previous 30 days, you will need written statements and copies of the ID's from two (2) witnesses who have knowledge of how you have been meeting your living expenses.**