

CA RENTAL ASSISTANCE CHECKLIST

**UNITE
HERE!
LOCAL 11**



**YOU CAN RECEIVE MONETARY
ASSISTANCE WITH UP TO 12 MONTHS OF
UNPAID RENT AND UTILITIES!**

STEPS TO FILL OUT THE RENTAL REQUEST FORM

- ☐ Go to "<https://housing.ca.gov/>" and click on "Apply Now"
- ☐ Enter your address and click on "View" next to "Link to Program and Application"
- ☐ Enter the qualification questions to ensure you qualify
- ☐ Register for an account, which requires an email address
- ☐ Log in with your email and password to view the application
- ☐ Fill out all of the requested information including names and birthdays of people in your household, how much money in rent and utilities you owe, and whether you have previously received rental assistance.

DOCUMENTS REQUIRED

- ☐ **Proof of income:** One of the following – Tax documents from 2020, recertification letter from another form of public relief, or proof of enrollment in subsidized housing, or paystubs
- ☐ **Documents of Overdue Rent:** As many of the following as possible – invoices, email/texts from landlord, letter from landlord, or a signed letter attesting to how much you owe in rent
- ☐ **Utility Bills:** As many of the following bills as possible – water, gas, trash, sewer, electric, and/or internet
- ☐ **Rental Agreement:** One of the following – signed lease, signed sublease, letter from landlord, or signed statement attesting to a verbal rental agreement made

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FREQUENTLY ASKED QUESTIONS

Do I need to fill out the forms perfectly?

Do the best you can but you do not need to fill it out perfectly. Submitting it is the most important part!

Who qualifies for the program?

Any California Resident who is behind on rent and/or utilities qualifies as long as they make less than 80% of the average salary in their county

Do I have to be a U.S. Citizen to qualify?

No – any California resident qualifies regardless of immigration status.

If I've received rent assistance in the past, do I still qualify?

Yes – you will need to honestly disclose what rental assistance you have received in the past, but this will not necessarily disqualify you from receiving rental assistance.

Do I need to fill out the form on a laptop or computer?

You can fill out the forms on a computer or on a smart phone.

Can I still complete the application if I don't have access to a document scanner?

Yes – you can scan the needed documents using your smart phone or you can go to a local library to use their scanner.

What happens if my computer dies or I close out of the application?

The application will automatically save your progress, so you can always come back to the application later to complete it.

Who can I ask for help if I run into any trouble completing the application?

You can visit <https://www.lawhelpca.org/> or for help within Unite Here! you can email Nancy Hanna at nhanna@hsrlegalfund.com