Capitol Hill Housing

Application for Rental Assistance

Capitol Hill Housing has rental assistance available for tenants experiencing an unexpected financial emergency, such as medical expense, unexpected job loss, family emergency or other unplanned expenses. Funding is extremely limited and completion of this form does not guarantee assistance will be provided.   Tenants are eligible once a year and **must** attend a free financial education workshop and complete this form in order to be considered. Recipients are selected by the 2nd Wednesday of every month. Your application must be received by your Site Manager by the first day of the month in order to be considered.

Instructions

1. Complete the reverse side of this form.

2. Attend the Solid Ground Financial Education Workshop or a financial education class from the attached list. Ensure your educator completes the bottom of this form if you do not attend the Solid Ground workshop. Solid Ground provides an attendance list to CHH and you may attend the next workshop after you have submitted this form.

3. Return this form to your site manager by the 1st of the month to be considered for assistance by the 2nd Wednesday of the month.

If you need any assistance completing this form please contact Resident Services at (206) 204-3808 or eswanson@capitolhillhousing.org.

Financial Education Workshops

Solid Ground's underline free financial education workshop is the second Tuesday of every month at 5:30pm at the CHH main office located at 1620 12th Ave, Suite 205, Seattle WA 98122. Attendance of this workshop guarantees a one-time late rent fee waiver, but not rental assistance. You may also attend a class or workshop with another provider on the attached list, though you will not be provided with a late fee waiver. If you use another provider please make sure your financial counselor or educator completes the bottom section of this form. Assistance in the amount of one months rent or $500, whichever is less, will be provided. Assistance is limited and not all eligible applicants will receive assistance.

Funds for rental assistance are limited and completion of this form does not guarantee assistance will be provided. Attendance of Solid Ground's class qualifies you for a one-time late fee waiver.

Please briefly describe why you are in need of rental assistance and what steps you are taking to ensure you will be able to pay rent in the following months. You may attach additional pages if needed.

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

Name:_____**Building and Unit Number:**_____**.**

Signature:_____**Date:**_____**.**

Attending Financial Education Workshop with Solid Ground? Yes □   No □

This section to be completed by the Financial Educator or Counselor if not attending workshop with Solid Ground.

Name of Educator or Counselor and Organization:_____**.**

Date Attended:_____**.**

Email or Phone Number (to be used for verification purposes only):_____**.**

This section to be completed by your site manager.

Please provide any additional information that should be considered regarding this application:

_____

_____

_____

_____