

Purpose: To provide systematic and objective review criteria when reviewing and approving applications for assistance in accordance with Federal Guidelines as published in U.S. Treasury FAQ dated March 26, 2021

1. CERA Staff will use the following checklist when reviewing and prioritizing applications.

- The household is a renter (signed lease agreement, letter from landlord).
- Applicant is 18 years of age or older (current ID showing age and residential address). If current address is not listed on ID are there other bills showing address?
- Household is income eligible (total household income is documented.)
- Non SCIT applicant resides in the 8 county service area.
- Household can demonstrate financial hardship since March 13, 2020
 - Unemployment determination letter / MiWAM (MI Web Account Manager) statement
 - Pay stubs or letter from employer showing a decrease in wages
 - Increased medical costs
 - Increased child care or care giver costs
 - Funeral costs due to COVID-19
 - Past due bills: rent, utilities, home heating fuel, trash removal, water & sewer
 - Internet bills (necessary for telehealth, telework and remote learning)
 - Cost due to emergency shelter related to quarantine
 - Costs for supplies or equipment needed to respond to COVID-19
- Household can demonstrate housing instability or risk of homelessness
 - Current housing is unsafe or unhealthy (mold, appliances in disrepair)
 - Recently release from incarceration or rehab facility
 - Eviction; notice to quit, court ordered summons, complaint or judgment related to non-payment.

2. The household conforms to the following priority:

- Priority 1: SCIT member households at or below 50% MFI for their area and family size
- Priority 2: Members of other U.S. recognized tribes at or below 50% MFI for their area and family size.
- Priority 3: Non-native household at or below 50% MFI for their area and family size residing within the 8 county service area.
- Priority 4: All other income eligible households over 50% MFI but not exceeding 80% MFI for their area and family size.