



Emergency Housing Assistance

The EHA program assists households in Orange County with emergency housing costs. Emergency means you are facing eviction and/or utility disconnection, or you are exiting homelessness.

- There are no income requirements to receive assistance, however, we do require proof of income to request assistance.
- You may apply for assistance until you have reached our program cap (\$6,000 in a calendar year).
- Due to the high demand for assistance, we do not process applications until we have all the necessary documentation.

Have you received an eviction notice and/or utility disconnection notice?

Yes No

Are you homeless (couch surfing, living in your car, on the street, staying with relatives, etc.)

Yes No

If you answered **no to both** questions, you do not qualify for assistance. Please contact the Housing Helpline for other community resources. 919-245-2655 (Monday-Friday, 10am-4pm) or housinghelp@orangecountync.gov

If you answered yes to either of the questions above, please finish filling out this form.

If you need help completing your application, call the Housing Helpline 919-245-2655 (Monday-Friday, 10am-4pm) or email housinghelp@orangecountync.gov

Applicant Consent

Do you give consent to share personal information on this form and in attachments with the Orange County Housing Department and other parties as needed in order for the Housing Department to provide assistance? *For example, we may reach out to your landlord or utility provider to request further information about your application, or share your information with an in-house attorney who may be able to assist you with an eviction or housing issue.*

Yes No

Type of Assistance Needed

Rent Utility Move-in costs

Repeat Application

Yes No

Your Information

Name _____ Today's Date _____

Address _____

Email _____

Phone _____ Birth Date _____

Gender

- Female Male Transgender Questioning Prefer not to answer
 Gender other than singularly female or male

Pronouns

- She/her He/him They/them Other _____

Preferred Language

- English Spanish Mandarin Burmese Other _____

Race

- Black/African American/African American Indian/Alaskan Native Multi Racial
 Asian/Asian American Native Hawaiian/Pacific Islander Caucasian/White

Ethnicity

- Hispanic/Latine Non- Hispanic/Latine

Number of adults in household: _____ Number of children in household: _____

Costs You Are Seeking Assistance for and Documents Required. We do not process applications until we have all the necessary documents.

Cost	Months Covered	Amount
Rent		\$
Late fees owed to your landlord		\$
Housing related court costs		\$
Security deposit, first month's rent		\$
Application fee		\$
Utilities		\$

If you are requesting help with an eviction, you need to provide a copy of the

- Ledger (a document that lists the amount you owe)
 Lease and the

- Late notice from your landlord, notice of intent to evict or a court summons.

If you are late on your rent, would you like to speak with a member of our eviction diversion team about your legal rights?

Yes No

If you are requesting assistance for move-in costs (application fee, security deposit and first month’s rent, you need to provide

- A Welcome Letter (a document that lists the amount you owe before you can move in)

If you are requesting utility assistance, please include a copy of the

- Warning notice from the utility provider or
- Disconnection notices from the utility provider

Income Information. There are no income requirements to receive assistance, however, we do require proof of income to request assistance.

Complete the income certification table below and attach **ONE** of the following items to your application

- Copy of last two (2) bi-weekly or four (4) weekly paycheck stubs for all jobs **OR**
- W-2 or other wage statement for each job **OR**
- Current benefit award letter or document that includes name and benefit amount **OR**
- Tax form 1040 from latest tax year **OR**
- Bank statements showing income **OR**
- Employer letter attesting to income **OR**
- If you currently have no income, complete and sign the income certification table and we may be able to substitute that for one of the above documents

Income Certification Table

	Applicant	Household Member 2	Household Member 3	Household Member 4	Household Member 5
Name					
Wages/Salary					
Unemployment Income					
Self-Employment Income					
Retirement Income					

Other Income					
Total Income/Month					

I certify that to the best of my knowledge the monthly household income reported for each member of my household above is correct and complete as of the date this form is signed. And, I agree to provide, upon request, documentation on all income sources to the Orange County Department of Housing.

Applicant's Signature

Date

Other assistance

In the form below, I agree to share information about financial assistance I have received from other organizations to pay my housing and utility bills. If the help I have received duplicates the assistance I have gotten from the County's Emergency Housing Assistance program, I agree to promptly re-pay the County. I permit the County to request information regarding assistance received from various agencies.

Yes, I understand and agree.

Organization. IFC, Salvation Army, your church, DSS	Type. Rent, Utility, Mortgage, etc.	Months Covered	Amount
			\$
			\$
			\$

Applicant certification

Do you certify that all information included in this application and attachments is correct and complete?

Yes No

Submit Your Application by

Email	housinghelp@orangecountync.gov
Fax	(919) 944-8496
Mail	PO Box 8181, Hillsborough, NC 27278
Dropping by our office or using a secure drop box in	Hillsborough (300 W Tryon Street) OR Chapel Hill (2501 Homestead Rd)



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