



Housing Expenses Assistance Request Form

On March 11, 2021 President Joe Biden signed the American Rescue Plan Act of 2021 (ARP) (P.: 117-2). Section 3203 of the ARP appropriated \$5 billion for the creation, administration, and renewal of new incremental Emergency Housing Vouchers (EHV) and other eligible expenses related to COVID-19. In accordance with the act mentioned the Georgia Department of Community Affairs will provide **a maximum of \$3500** in assistance to EHV participants with preapproved housing expenses at the time of initial lease up.

Please mark off all anticipated expenses that EHV participant anticipates needing assistance with, to move into desired unit below. Also, provide the amount of expense, and indicate whether EHV participant is requesting reimbursement (circle tenant) or if you landlord is awaiting payment on EHV participants behalf from the Georgia Department of Community Affairs (circle landlord).

- | | | |
|---|-------------|-------------------|
| <input type="checkbox"/> Administrative Fees | \$ _____ | [LANDLORD/TENANT] |
| <input type="checkbox"/> Holding Fees | \$ _____ | [LANDLORD/TENANT] |
| <input type="checkbox"/> Security Deposit | \$ _____ | [LANDLORD/TENANT] |
| <input type="checkbox"/> Landlord Incentive – New HAP | \$500 _____ | [LANDLORD] |
| <input type="checkbox"/> Utility Deposit | \$ _____ | [TENANT] |
| <input type="checkbox"/> Renters Insurance | \$ _____ | [LANDLORD/TENANT] |
| <input type="checkbox"/> Moving Expenses | \$ _____ | [TENANT] |
| <input type="checkbox"/> Utility Arrears | \$ _____ | [TENANT] |
| <input type="checkbox"/> Essential Household Items | \$ _____ | [TENANT] |
| <input type="checkbox"/> Application Fee | \$ _____ | [LANDLORD/TENANT] |

A DCA representative will review the housing expenses listed and will provide estimate of total assistance provided after receiving form. **Please submit this form to ehvfees@dca.ga.gov and attach any corresponding receipts, bills, invoices, or ledgers verifying the expenses that you are requesting assistance with.** In the event you are requesting fees be paid directly to your landlord please submit corresponding signed lease or ledger from property management indicating the balances of the remaining fees. Please note that submission of this documents does not guarantee that expenses listed will be paid by DCA. Any remaining balances incurred after approved assistance has been disbursed by the Department of Community Affairs is the responsibility of the tenant. Once funds from Housing Expenses Assistance Request form has been disbursed no additional requests may be submitted.

Signatures are required on this form. Please see page below for signature fields.



Print Name of Tenant Requesting funds:

Signature of Tenant Requesting funds:

DCA Representative Signature:

