



COMMUNITY SERVICES DEPARTMENT  
COMMUNITY ASSISTANCE DIVISION

## HOME - Tenant Based Rental Assistance Program (TBRA)

Seminole County Community Assistance Division will accept applications for the HOME Tenant-Based Rental Assistance Program. Applications will only be accepted in person from **August 22 through August 31, 2016 between the hours of 8am-5pm.** Please submit applications to:

### Seminole County Community Assistance, c/o TBRA

534 W. Lake Mary Blvd. • Sanford, FL 32773

**Please Note:** A limited number of slots are currently available. Applications will be reviewed based on the date/time stamped; first come basis; and based on eligibility. Eligible applicants who are not approved for assistance will be placed on a waiting list. Please read the eligibility requirements below carefully before applying.

To apply for this program your household must meet all of the requirements listed below:

#### TBRA HOUSEHOLD REQUIREMENTS:

- A. Current Seminole County resident
- B. Household currently resides in rental housing within Seminole County
- C. Head of Household or co head must not own any type of property
- D. Households must be able to pay 30% of their adjusted gross monthly income or \$50.00 (whichever is greater)
- E. Household income must be at or below 30% of the Median Income Levels listed below
- F. Head of Household or co head must be Disabled and/or Elderly (62+)
- G. Head of Household or co head must have legal custody and already receiving any State benefits for minor children in household if not their biological child(ren)
- H. Head of Household or co-head must attend scheduled appointments, orientations and trainings for TBRA participants

#### REQUIRED DOCUMENTS TO SUBMIT WITH APPLICATION:

- A. Valid signed lease agreement and current utility bill show name and address (electric, water or gas)
- B. Valid Florida ID of all adult household members
- C. Social Security Cards and birth certificates of all household members
- D. Documentation of all household income (includes earnings, social security, veteran benefits, pensions, retirement, child support, cash assistance, food stamps)
- E. Copy of the last 6 months of all bank statements and/or pay cards account statements
- F. Copy of latest statement for CDs, IRA, 401K, and/or Retirement Accounts
- G. Copy of Whole Life Insurance Policy(s)

**\*Applications submitted without all required documents are considered incomplete.**

#### 30% OF MEDIAN INCOME

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
\$12,300	\$14,050	\$15,800	\$17,550	\$19,000	\$20,400	\$21,800	\$23,200

**\*Households do not qualify if they own a home, live in subsidized housing; receive Section 8, other Tenant Based Rental Assistance (TBRA) or receiving any type of rental supplement.**

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534 W. Lake Mary Blvd. • Sanford, FL 32773 • Phone (407) 665-2300 • [www.seminolecountyfl.gov/commsrvs/](http://www.seminolecountyfl.gov/commsrvs/)