



COMMUNITY SERVICES DEPARTMENT
 COMMUNITY ASSISTANCE DIVISION
**HOME - Tenant Based Rental
 Assistance Program (TBRA)**

The Seminole County Community Assistance Division will begin accepting applications for the HOME Tenant-Based Rental Assistance Program. Applications will *only* be accepted by mail or in person from April 16 through April 20, 2018. Applications must be postmarked by April 20, 2018, or delivered in person April 16, 2018 through April 19, 2018, from 8:00a.m. - 4:45 p.m. and April 20, 2018 from 8:00am – 12:00pm. Please mail applications to:

Seminole County Community Assistance, c/o TBRA

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

Please Note: The TBRA Program has a limited number of slots available. Applications will be reviewed based on the date/time stamped; first completed 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 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;
- 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 showing name and address (electric, water or gas);
- B. Valid Florida ID of **all** adult household members;
- C. Social Security Cards of **all** household members;
- D. Birth Certificates of **all** household members;
- E. Documentation of **all** household income (includes earnings, social security, veteran benefits, pensions, retirement, child support, cash assistance, food stamps);
- F. Copy of the last 6 months of all bank statements and/or pay cards account statements;
- G. Copy of latest statement for CDs, IRA, 401K, and/or Retirement Accounts);
- H. Copy of Life Insurance Policy(s)

***Applications submitted without the documents noted above will be placed on a waiting list.**



30% OF MEDIAN INCOME

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
\$12,250	\$14,000	\$15,750	\$17,500	\$18,900	\$20,300	\$21,700	\$23,100

*Households do not qualify if they own a home, live in subsidized housing, are on Section 8, other Tenant Base 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/comsrvs/