COMMUNITY ADVOCATES

# Community Advocates Housing Programs Guidelines

Community Advocates housing programs are here to support eligible Milwaukee residents facing housing challenges. To qualify, applicants must meet specific criteria. The program helps address housing instability, offering support with arrears, future rent, and even relocation expenses under certain conditions

**Program Guidelines**

- Must be 18 years of age (or older)
- Must live in the city of Milwaukee (Milwaukee City if funding is available)
- Must have had a loss of income in the last 30-90 days
- Must have current income
- Must have 5-day notice
- Must have a current lease
- Must be within the income guideline

| # of ppl in household | Extremely Low Income (30% AMI): | Very Low Income (50% AMI): | Low Income (60% of AMI) | Low/Moderate Income (80% AMI): |
|---|---|---|---|---|
| 1 | < $22,750 | $22,751-37,950 | $37,951-60,700 | Over $60,700 |
| 2 | < $26,000 | $26,001-43,400 | $43,401-69,400 | Over $69,400 |
| 3 | < $29,250 | $29,251-48,800 | $48,801-78,050 | Over $78,050 |
| 4 | < $32,500 | $32,501-54,200 | $54,201-86,700 | Over $86,700 |
| 5 | < $35,100 | $35,101-58,550 | $58,551-93,650 | Over $93,650 |
| 6 | < $37,700 | $37,701-62,900 | $62,901-100,600 | Over $100,600 |
| 7 | < $40,300 | $40,301-67,250 | $67,251-107,550 | Over $107,550 |
| 8 | < $42,900 | $42,901-71,550 | $71,551-114,450 | Over $114,450 |

- Must be within the Fair Market Rate

| Year | Efficiency | One- Bedroom | Two-Bedroom | Three-Bedroom | Four-Bedroom |
|---|---|---|---|---|---|
| FY 2027 | $985 | $1060 | $1263 | $1553 | $1664 |

By signing this form, you acknowledge that you understand the program guidelines. Any falsification of documentation will result in the denial of your application. By signing this form, you are authorizing Community Advocates to obtain specific employment information from current and/or past employer(s).

**The following situations are not considered a loss of income: Lost or stolen money, victim of robbery, co-tenant moves out. Applicants who receive cash do not qualify.**

**Signed:** _____ **Date:** _____

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**Required Documentation:**

- **5-day notice/ Court Summons:** Must be legible, dated for the current months, and show a breakdown of the balance owed by month.
- **Photo ID:** Driver's license or government-issued ID for anyone over 18 years of age.
- **Loss of income in the last 30-90 days:** Any document(s) that support your loss of income, including but not limited to:
    - **Termination:** Employment letter with employment history dates- must be on signed letter heading. Need last 90 days of check stubs
    - **Reduction in hours/pay:** Last "full time" check stub and all check stubs to date & letter from employer showing cause of reduction.
    - **SS/SSI Loss:** Award letter showing end date and reinstatement date.
    - **Unemployment Exhausted:** Unemployment printout.
    - **Medical related loss (Unpaid and/or reduced FMLA pay):** Employment letter, medical documents, and check stubs.
    - **Seasonal worker:** Employment letter with seasonal employment dates and last 90 days of check stubs.
    - **Garnishments:** Proof that garnishment ended, check stubs before garnishment and all check stubs to date.
    - **Temp Agency:** Must have worked 3 months or more. Employment letter with history dates (signed on letterhead) and last 30-60 days of check stubs.
- **Current income:** All applicants must have a current income and be able to maintain housing. Any document(s) that support your current income, including but not limited to:
    - **New Hire letter:** Must include hire date, pay rate, and hours worked per week. Must **NOT** be a contingent hire letter. Need current pay stub if applicable.
    - **Unemployment Compensation:** UI printout.
    - **Short term disability:** Approval letter, payment history and employment letter.
    - **Any documents requested by housing staff.**
- **Current lease**
- **Proof of school enrollment for school age kids ( if requested)**