

# Eviction Prevention Program

The eviction prevention program (EPP) is federally funded through the United States Department of Housing and Urban Development (HUD). The program is designed to provide emergency rental and utility assistance to income eligible households within the Albuquerque city limits. Below are the eligibility requirements for the rental assistance program:

## RENTAL ASSISTANCE

- 1) Client household must reside within Albuquerque city limits.
- 2) Household income must be at or below 80% AMI for Bernalillo County.
- 3) Client households may not receive rental assistance if they are currently enrolled within one of HUD's housing/rental assistance programs such as:
  - a) **Privately owned subsidized housing** - HUD helps apartment owners offer reduced rents to low-income tenants.
  - b) **Public Housing** - affordable apartments for low-income families, the elderly and persons with disabilities.
  - c) **Housing Choice Voucher Program (Section 8)** - find your own place and use the voucher to pay for all or part of the rent.
- 4) Client must provide a valid **US Government Issued Picture ID**:
  - a) Driver's License, Visa, Passport, Military ID
- 5) Valid Lease Agreement or Rental Contract (Client must be the responsible party and currently living on the premises, not evicted)
- 6) **Payment of Account**: Client household must bring the account balance down to the approved amount stated by the Eviction Prevention Program to bring the account to a zero balance. The payment request will be processed contingent upon verifying that the client household has made the required payment.
- 7) Must have an Eviction Notice or a Notice of Non-payment (current month of funding).
- 8) Client must provide **Proof of Income**.
  - a) Must use IRS Form 1040, 1040A or IRS Form 1040EZ to verify income for each adult household member who receives income.



For more information on the eviction prevention program, please contact your nearest Health & Social Service Center, or call 311. TTY users call 711 for assistance.

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## UTILITY ASSISTANCE

- 1) Client household must reside within Albuquerque city limits.
- 2) Household income must be at or below 80% AMI for Bernalillo County.
- 3) Client households may not receive rental assistance if they are currently enrolled within one of HUD's housing/rental assistance programs such as:
  - a) **Privately owned subsidized housing** - HUD helps apartment owners offer reduced rents to low-income tenants.
  - b) **Public Housing** - affordable apartments for low-income families, the elderly and persons with disabilities.
  - c) **Housing Choice Voucher Program (Section 8)** - find your own place and use the voucher to pay for all or part of the rent.
- 4) Client must provide a valid **US Government Issued Picture ID**:
  - a) Driver's License, Visa, Passport, Military ID
- 5) Utility bill must be the most recent and dated within the past 30 days. Utility bill must be in the client's name to receive assistance.
  - 6) Valid Lease Agreement or Rental Contract for renters or proof of ownership for home owners. For home owners only: if the utilities are in the name of another occupant in the home, utility bill plus additional proof of occupancy must be provided.
- 7) Account Status: Account may be active with a past due balance, or disconnected. EPP funds may only pay for past due bills and reconnect fees. Deposits will not be paid.
- 8) Payment of Account: EPP may only pay up to the most recent 3-months balance owed. Any balance prior to the past 3-months must be paid for by the client household.
- 9) Client must provide Proof of Income.
  - a) Must use IRS Form 1040, 1040A or IRS Form 1040EZ to verify income for each adult household member who receives income.



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