



**Operation COVID-19 Basic Needs Assistance Application
(Mortgage Only)**

Applicant Name: _____

Applicant Address: _____

City, State, Zip: _____

Primary Phone Number: _____ Email: _____

BRING KANSAS ISSUED PHOTO ID and SOCIAL SECURITY CARDS
(Can use most current -2019/2020- income taxes for proof of SS Numbers)
No Electronic Documents Accepted

Monthly Mortgage Amount: \$ _____ (**BRING STATEMENT**) (No Tax Payments)

Amount of back mortgage payment due: \$ _____

List month(s) with missed Mortgage payments: _____

Mortgage Lender Information (Mortgage MUST be in Applicant's name)

Mortgage Lender Name: _____

Mortgage Lender Address: _____

Phone Number: _____ Email: _____

Income/Employment:

1. Source of Income:

Work Other _____

(Bring Last 30 Days Pay Stubs or SSI/SSDI Statement or Current Unemployment Statement)

2. Total Household Monthly Income? _____

3. Did you become unemployed as result of the COVID-19 pandemic?

No Yes If yes, Date: _____ How long unemployed? _____

4. Have your work hours or wages been reduced because of COVID-19 pandemic?

No Yes If yes, by what amount? _____

5. Have you received any other COVID-19 relief? No Yes

If yes, by which agencies? _____

Applicant must have a documented loss of income due to COVID-19 (layoffs or furlough notice, reduction of hours, business closed, required to quarantine, caring for school age children, etc.) **Please explain how coronavirus impacted your income.**

Release of Information

By signing below, I acknowledge and understand that all information provided to the City of Topeka/Community Resources Council CARES Basic Needs Assistance Program is true and correct and no false information has been provided. Community Resources Council has my permission to collect and enter my personal and household information into the HMIS ClientTrack Data Base, and to discuss my account information with the respective Mortgage Company to determine balances owed.

Applicant's Signature: _____

Co-Applicant's Signature: _____

Date: _____ Agency Rep Initials _____

