

Mortgage & Utility Assistance



Arkansas
Homeowner
ASSISTANCE FUND

Online Application User Guide

The State of Arkansas Homeowner Assistance Fund

The Arkansas Homeowner Assistance Fund program is a free, federally funded financial relief program for homeowners financially impacted by COVID-19 who are behind on their mortgages and facing potential default and/or foreclosure.

Overview



What is the Arkansas Homeowner Assistance Fund?

The Arkansas Homeowner Assistance Fund program is a free, federal financial relief program for homeowners financially impacted by COVID-19 who are behind on their mortgages and at risk of foreclosure. The program can provide up to \$40,000 in Mortgage Reinstatement Assistance and up to \$2,500 in Utility/Internet/Broadband Payment Assistance for eligible homeowners.

WHO: Arkansas homeowners.

WHAT: The Mortgage Reinstatement Program can provide up to \$50,000 in assistance to cover past due mortgage loan balances and escrowed/associated fees (e.g., property taxes, property or flood insurance, HOA fees). The Utility/Internet/Broadband Payment Assistance Program can provide up to \$2,500 in assistance to cover past due utilities balances (e.g., water, electricity, gas, home energy and/or internet-broadband services)

How do I know if I am eligible for the program?

You are eligible if you meet the following requirements:

- Own and occupy a home in Arkansas as your primary residence.
- Have experienced a financial hardship caused by the COVID-19 pandemic.
- Meet income qualifications of being at or below 150% area median income or 100% of the median income for the United States, whichever is greater ([calculate your income limit for your county and household size here](#)).
- Homeowner must be a minimum of 2 installment payments (60 calendar days) delinquent on mortgage and/or utility bills.
- If applying for electric, fuel/oil, natural gas, propane, wood and/or pellets under the Utility/Internet/Broadband Payment Assistance Program, homeowner must have previously applied for assistance from the Arkansas Low Income Home Energy Program, or LIHEAP ([for information on how to apply for LIHEAP, click here](#)).

Need Further Assistance?

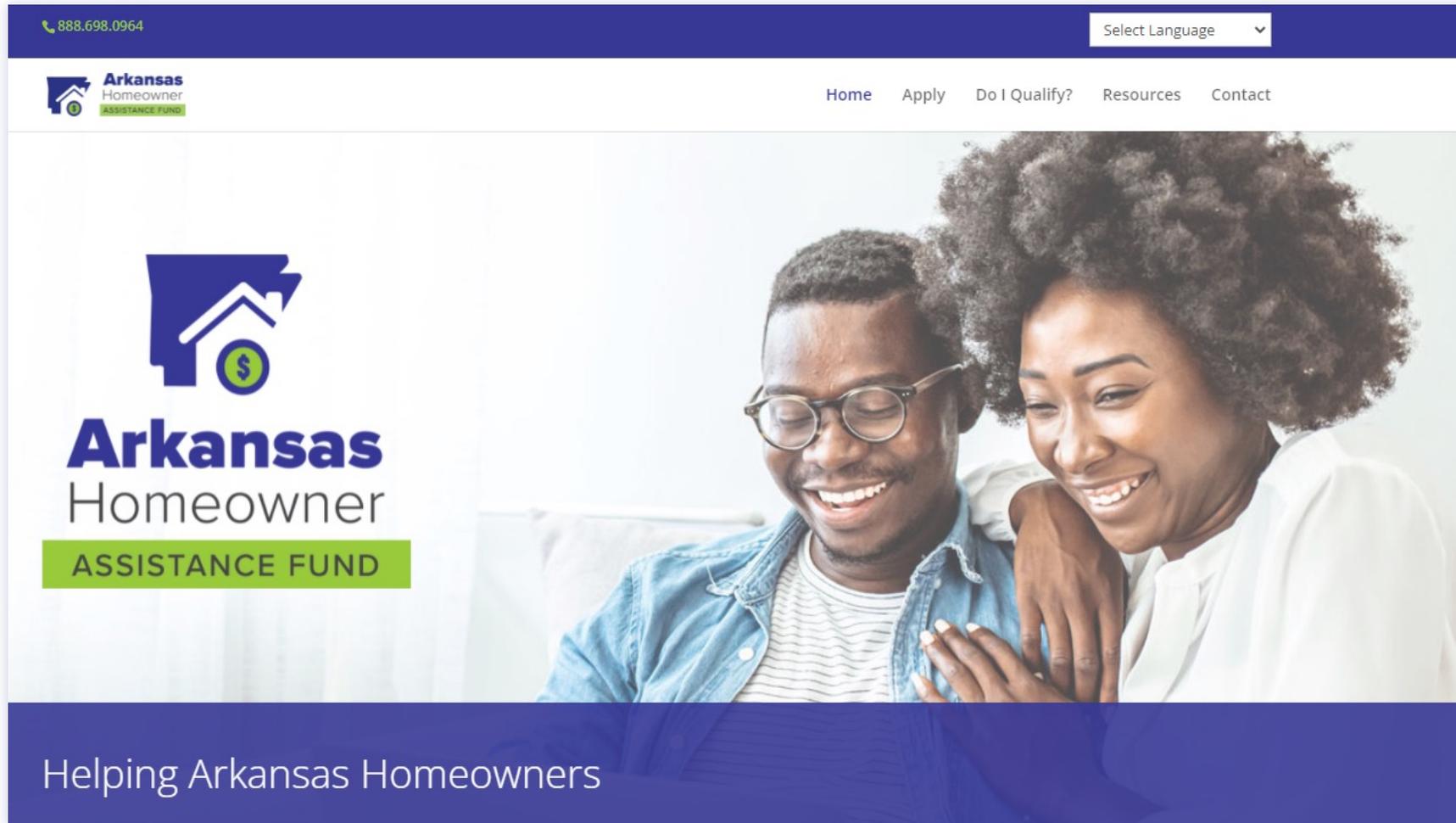
If you need help filling out your application, please contact our call center at **888-698-0964**

Call Center Hours of Operation: **Monday – Friday, 8 am – 5 pm**

Applicant Sign-Up



To apply for HAF assistance, you can visit www.arkansashaf.com.



The Arkansas Homeowners Assistance Fund website is full of vital information on how to apply, qualification requirements and applicant resources.

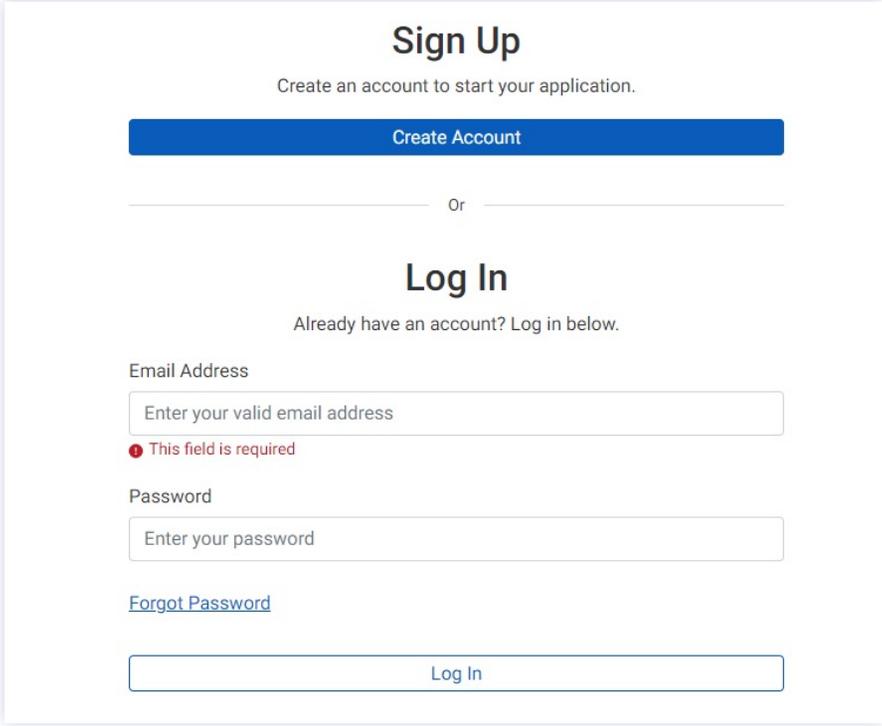
Once you review the required documents and qualification requirements, select “Apply Online” on the Apply tab, and it will take you to the application portal.

Create an Account

You will need to register to create a unique username and password for your account.

Note: If you have already registered, you can log back in with your username and password.

Have you already registered, but forgotten your password? No problem. You can reset your password where it says **Forgot Password**.



The screenshot shows a user interface for account creation and login. At the top, it says "Sign Up" with the subtext "Create an account to start your application." Below this is a prominent blue button labeled "Create Account". A horizontal line with the word "Or" in the center separates this from the "Log In" section. The "Log In" section has the subtext "Already have an account? Log in below." It contains two input fields: "Email Address" with the placeholder "Enter your valid email address" and a red error message "This field is required" below it; and "Password" with the placeholder "Enter your password". A blue link "Forgot Password" is positioned below the password field. At the bottom of the form is a button labeled "Log In".

Verification



Upon clicking **“Create Account”** You will be prompted for an email address, password and given the option to setup Multi-Factor Authentication. A verification code will be emailed to you to continue.

Create Profile

Login Information

When you select “Verify Registration” below, an email will be sent to the address you’ve provided with a verification code. You will be asked to enter this code on the next page.

* Email Address * Confirm Email Address
• This field is required

Send me email alerts about my application

Your password must contain at least:

- 8 characters
- 1 capital letter
- 1 number
- 1 symbol character
- No spaces

* Password * Re-Enter Password
• This field is required

Phone Information

Your application can be secured using multi-factor authentication.

Opt-In to SMS Multi-Factor Authentication (MFA)

* Cell Phone Number * Confirm Cell Phone Number
• This field is required

I'm not a robot

[Verify Registration](#) [Back](#)

Program Selection



Next you will be prompted to input where you learned of this program and if you would like to apply for Mortgage Assistance or Utility Assistance.

Please note that you can apply for both, but the application must be completed for one program at a time.

Program Selection

How did you hear that the program was being offered?

* I found out about it from

● This field is required

Program Selection

Please select a program to which you would like to apply. A Counselor will review your application and help determine the appropriate program(s) for you later on in the process.

- Mortgage Reinstatement Program**
The Mortgage Reinstatement Program is intended to help low-to moderate-income homeowners, impacted by COVID-19, catch up on mortgage payments.
- Utility/Internet Assistance Program**
The Utility program is intended to help low-to moderate-income homeowners, impacted by COVID-19, catch up on utility bills and pay other housing costs.

Pre-Qualifications



Under this section you will be asked your:

- Homeowner first and last name
- The county of your primary residence
- Total number of persons living at your primary residence

After completing inputting the information, click on “Continue to Step 2”

Pre-Qualification Mortgage Reinstatement Program

You are required to answer all questions below.

Pre-Qualification Questions

* Homeowner First Name

* Homeowner Last Name

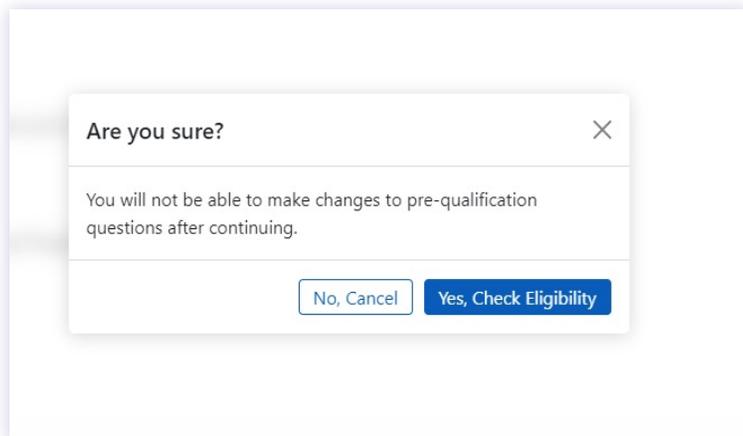
* What County is your primary residence in?

* What is the total number of persons living at your primary residence?

[Continue to Step 2](#)

You will be prompted to the prequalification questions based on your responses from Step 1.

After checking off your responses to the pre-qualifications, click “Continue”. A pop-up window will appear asking you to confirm if you are ready for the system to check your eligibility.



Pre-Qualification Mortgage Reinstatement Program

You are required to answer all questions below.

Pre-Qualification Questions

- * 1. Is the property you are requesting assistance with your primary residence?
 - Yes
 - No
- * 2. Is your primary residence located in Arkansas?
 - Yes
 - No
- * 3. Is your primary residence abandoned, vacant or condemned?
 - Yes
 - No
- * 4. Is your total household income equal to or less than \$107,250?
 - Yes
 - No
- * 5. Have you experienced a financial hardship after January 21, 2020?
 - Yes
 - No
- * 6. Are you currently at least 2 months past due on one or more mortgage loans for your primary residence?
 - Yes
 - No
- * 7. If my mortgage loan is reinstated, I can afford my monthly payments going forward.
 - Yes
 - No

* I certify under penalty of perjury that the answers to the above questions are true and accurate to the best of my knowledge.

If you are deemed ineligible based on your responses to the Pre-Qualification Questions, alternative options will be given that better assist with your financial hardship.

YOU ARE NOT ELIGIBLE FOR ARKANSAS HOMEOWNER ASSISTANCE FUND

Based on the information you submitted you do not qualify for ADFA Assistance.

Because you did not meet the criteria based on the information you provided, you do not qualify for assistance from Arkansas Homeowner Assistance Fund. If you would like a statement of specific reasons why your application was denied, please contact the Arkansas Development Finance Authority within 30 days of today. We will provide you with the statement of reason within 30 days after receiving your request.

Arkansas Development Finance Authority
ATTN: Arkansas Homeowner Assistance Fund
1 Commerce Way, Suite 602
Little Rock Arkansas 72202

Notice: The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided the applicant has the capacity to enter into a binding contract) because all or part of the applicant's income derives from any public assistance program; or because the applicant has in good faith exercised any rights under the Consumer Credit Protection Act. The federal agency that administers compliance with this law concerning this creditor is the Federal Trade Commission, the contact information for which is:

Federal Trade Commission
Consumer Response Center
Washington, DC 20580
677-497-9987
www.ftc.gov

You may qualify for other loan modification options by contacting the following:

[HOPE NOW Alliance](#)
888-995-4673

[Fannie Mae](#)
888-7FANNIEM
(888-797-9889)
(8AM-8PM EST)

[Freddie Mac](#)
888-7FREDDIEM
(888-797-9889)
(8AM-8PM EST)

[USDA](#)
1-800-414-1226

[VA Regional Loan Center](#)
1-877-827-3702

Legal Aid & Counseling Information:

Arkansas Housing Counseling Agencies

<https://apps.hud.gov/offices/hsg/sfh/hcc/hcs.cfm?&weblistAction=search&searchstate=AR>

Free Legal Aid

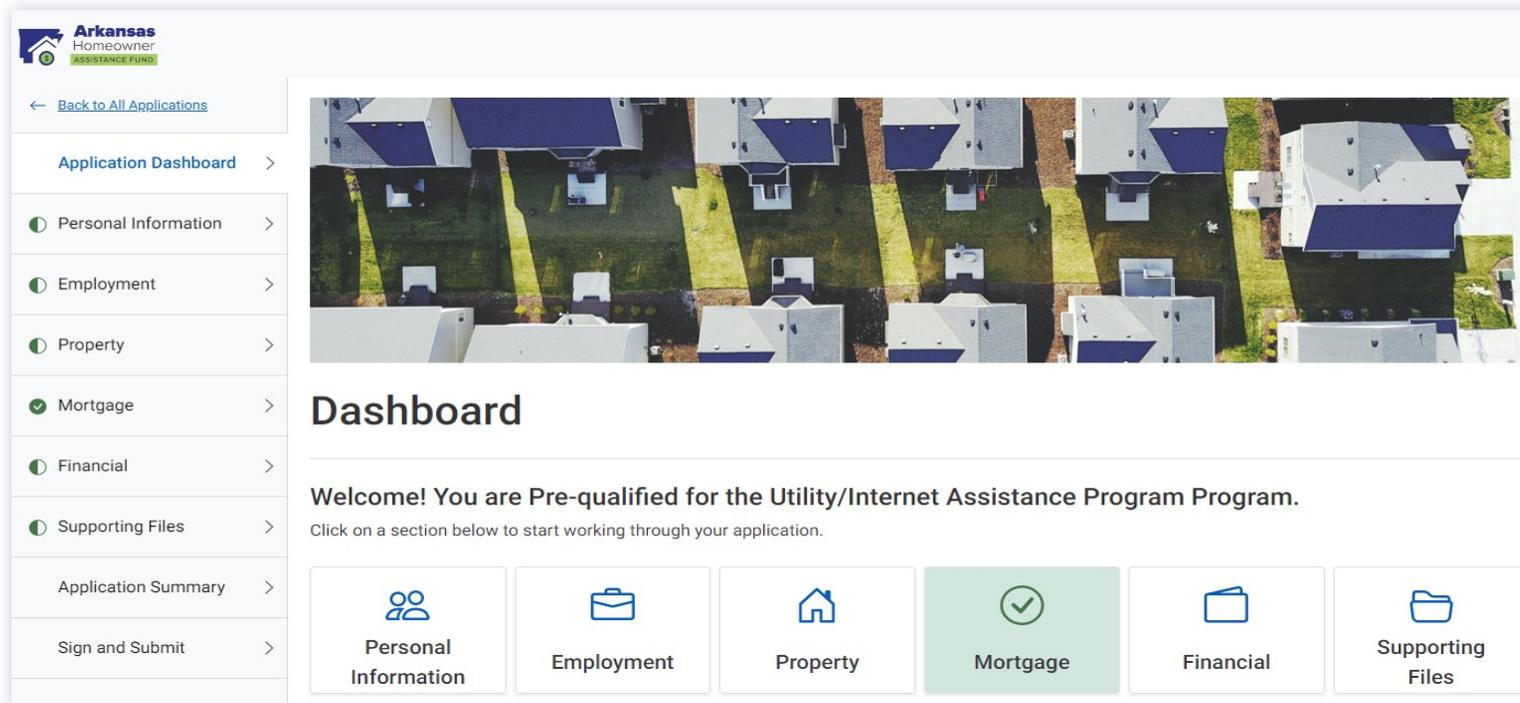
<https://www.arlawhelp.org/>

Arkansas Mortgage Facts for Consumers

<https://www.consumer.ftc.gov/articles/trouble-paying-your-mortgage-or-facing-foreclosure>

If you have questions or need further information, please call the HAF hotline at 888-698-0964 to speak to one of our counselors.

If you are deemed pre-qualified based on your responses to the Pre-Qualification Questions, you will be promoted to the Dashboard. To begin your application, select the Personal Information tab or button.



Arkansas Homeowner ASSISTANCE FUND

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- Application Dashboard >
- Personal Information >
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- Property >
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- Financial >
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- Sign and Submit >

Dashboard

Welcome! You are Pre-qualified for the Utility/Internet Assistance Program Program.
Click on a section below to start working through your application.

- Personal Information
- Employment
- Property
- Mortgage**
- Financial
- Supporting Files



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Utility/Internet Assistance Program (983 - 6)

APPLICATION INFORMATION

Application Number: 983	Program Name & ID: Utility/Internet Assistance Program - 6	Submission Date: Application not submitted Sign and Submit
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[Review Application Summary](#)

COMPLETING YOUR APPLICATION

The following information is required:

- [Personal Information](#)
- [Employment](#)
- [Property](#)
- [Mortgage](#)
- [Financial](#)

If applicable, also upload:

- Bankruptcy documentation
- Loan Modification documentation
- Other sources of income documentation
- Child support information if relevant to the hardship. Otherwise, does not need to be disclosed.

You will need to upload:

- Most recent monthly mortgage statements for all mortgages on subject property
- Past two years of federal tax returns with all W-2s
- Pay stubs for the last 30 days from all primary wage earners
- Any other source of current income

If self-employed, also upload:

- Past 2 years of federal tax returns
- Business and personal bank statements may be requested after file review.

Additional information may be requested after your file is reviewed in order to determine eligibility.
If you do not have access to your taxes, you can request your tax return transcript here: irs.gov/individuals/get-transcript.

[Continue to Personal Information Page](#)

Tell Us About You



To begin your application, select the Personal Information button or tab. In this section, you will be asked to provide the following:

Homeowner Information

- Applicant/Homeowner First and Last Name
- Social Security number
- Date of birth
- Veteran status
- Marital status
- Is there a Co-Borrower?
- Preferred Language

Homeowner Contact Information

- Primary phone number
- Primary phone type
- Best time to call

Property Address

- Property Address
- Total number of persons living at this address
- Total number of dependents living at this address

Mailing Address

- Mailing Address

Socially Disadvantaged

- Based on the definition given for Socially Disadvantaged, do you meet the qualification?

Government Monitoring Purpose information

- Ethnicity
- Race
- Gender

Similar information will be asked of any Co-borrower on the mortgage.

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Personal Information

Homeowner Information

* First Name
● This field is required

* Last Name
● This field is required

* Social Security Number

* Date of Birth

Are You A Veteran?
 No

* Marital Status

* Is there a Co-Borrower?
 No

* Preferred Language

Homeowner Contact Information

* Primary Phone Number

* Primary Phone Type

* Best Time to Call

Include a secondary phone number

Property Address

* Address 1

Address 2

* City

* State
● This field is required

* County
● This field is required

* Zip Code

* Total # of Persons Living at this Address
● This field is required

* Total # of Dependents Living at this Address

Mailing Address

Same As Property Address

* Address 1 Address 2 * City

Enter address

* State * County * Zip Code

AR

Socially Disadvantaged

Homeowner Assistance Fund programs may prioritize a portion of funds for applicants who qualify as socially disadvantaged. The act defines "socially disadvantaged individuals" as "those who have been subjected to racial or ethnic prejudice or cultural bias because of their identity as a member of a group without regard to their individual qualities." Please choose the option that best describes how you meet this definition of socially disadvantaged.

Please note that any individual identifying as Black, Hispanic, Asian American, Native American, Pacific Islander, or any combination thereof will be presumed to be socially disadvantaged. Applicants identifying as socially disadvantaged who are not a member of these groups will have to prove by a preponderance of evidence that they meet the qualifications.

* Do you meet the definition of socially disadvantaged?

Government Monitoring Purpose Information

The following information is requested by the federal government in order to monitor compliance with federal statutes that prohibit discrimination in house. You are not required to furnish this information, but are encouraged to do so. The law provides that a lender or servicer may not discriminate either on a basis of this information, or on whether you choose to furnish it. If you do not furnish ethnicity, race, or gender, the lender or servicer is required to note the information on the basis of visual observation or surname if you have made this request for a loan modification in person. If you do not wish to answer, please select the appropriate choice in each section.

Homeowner

* **Ethnicity** Please choose one

Hispanic or Latino Not Hispanic or Latino I do not wish to answer

* **Race** Please choose all that apply

American Indian or Alaska Native Asian Black or African American

Native Hawaiian or Other Pacific Islander White I do not wish to answer

* **Gender** Please choose one

Tell Us About Your Hardship



Hardship Information

I (We) am/are requesting review under the HAF program, I am having difficulty making my required monthly payment(s) because:

* My household income has been reduced due to:

* Hardship Statement

Statement

Save Progress Continue to Employment Page

In this section, declare your reason(s) for hardship and your reason for applying for mortgage assistance. Select the most relevant from the following:

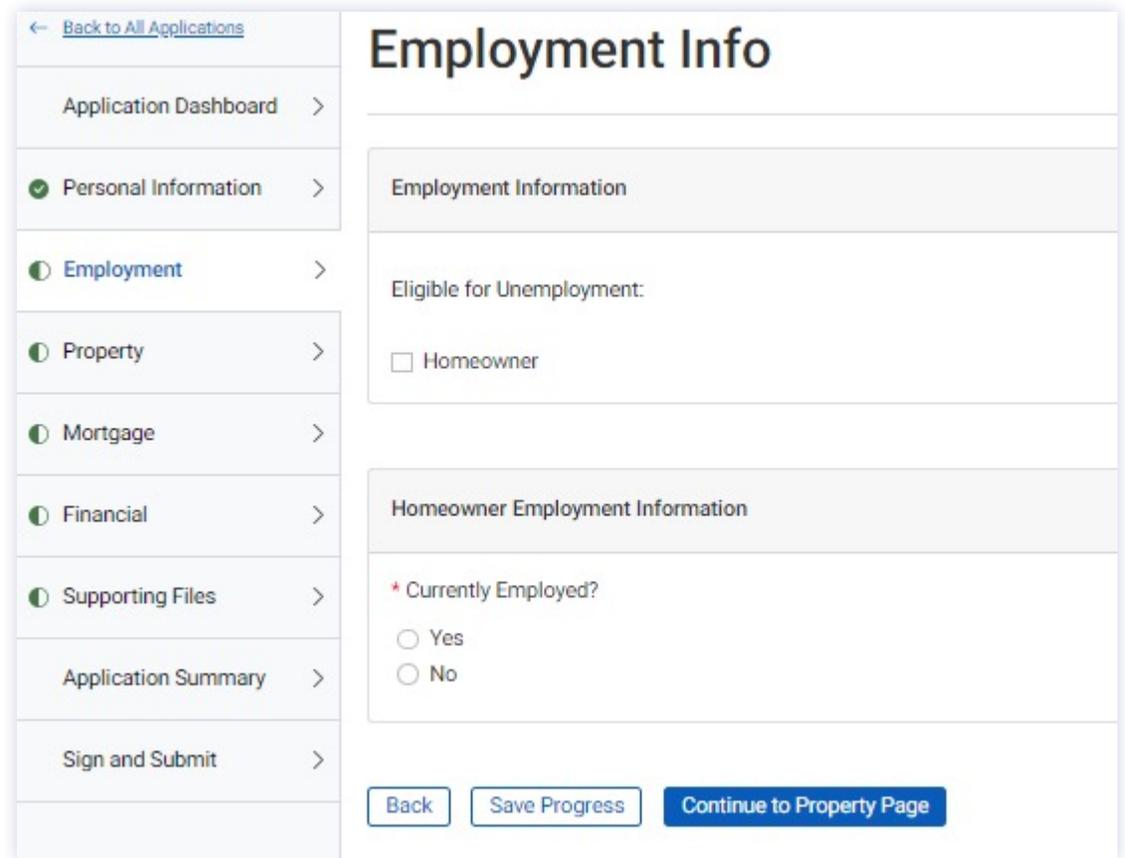
- Job loss related to pandemic
- Job loss unrelated to pandemic
- Reduction in income related to pandemic
- Reduction in income unrelated to pandemic
- Increased healthcare expenses
- Increased costs due to care of a family member
- Increased costs due to healthcare
- Other

Please include relevant information of your hardship in the **“Hardship Statement”** box.

Employment Information

In this section you will be asked if you are eligible for unemployment. This is not asking if you are receiving unemployment benefits, only that you are eligible.

If you select that you are currently employed, you will be asked to provide information about your employer and length of employment with them.



The screenshot shows a web application interface for the Arkansas Homeowner Assistance Fund. On the left is a navigation menu with the following items: 'Back to All Applications' (with a left arrow), 'Application Dashboard', 'Personal Information' (with a green checkmark), 'Employment' (with a green circle and a right arrow), 'Property', 'Mortgage', 'Financial', 'Supporting Files', 'Application Summary', and 'Sign and Submit'. The main content area is titled 'Employment Info' and contains two sections. The first section, 'Employment Information', has the heading 'Eligible for Unemployment:' followed by a checkbox labeled 'Homeowner'. The second section, 'Homeowner Employment Information', has the heading '* Currently Employed?' followed by two radio button options: 'Yes' and 'No'. At the bottom of the form are three buttons: 'Back', 'Save Progress', and 'Continue to Property Page'.

Homeowner Employment Information

* Currently Employed?

Yes

No

* Employer's Name

Enter Employer's Name

* Employer's Address

Enter Employer's Address

* Employer's City

Enter Employer's City

* Employer's State

▼

Employer's County

▼

* Employer's Zip Code

Enter Employer's Zip Code

* Employer's Phone

###-###-####

* How long with Employer?

▼

If Self Employed, Name of Company

Enter the Name of Your Company

Property Information



This section will ask you for more information about the property in question. Please make sure that for the insurance and tax information that if your mortgage includes an escrow, you choose the **“Servicer does”** option as that is what is included in your escrow.

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* Last Known Appraised Property Value

* I want to
 Keep the property Sell the property

* The property is my
 Primary Residence Second Home Investment

* The property is currently
 Owner Occupied Renter Occupied Vacant

Property Taxes & Fees

Property Taxes & Fees

* Who pays the real estate tax bill on your property?

* Are the taxes current?
 No

* Do you pay Condominium or HOA fees?
 No

Hazard Insurance

Hazard Insurance

* Who pays the hazard insurance premium for your property?

* Is the policy current?

 No

* Name of Insurance Company

* Insurance Company Tel #

###-###-####

Judgments on this Property

Judgments

* Are there any judgments on this property?

Yes

No

Back

Save Progress

Continue to Mortgage Page

Mortgage Information



In this section you will be providing information about any mortgages you are requesting assistance with. These mortgages must be for your primary residence.

The following information will be needed to process your application:

- Mortgage Servicer
- Loan Number (include all preceding zeros)
- Current total balance of the mortgage
- How many days behind on your mortgage are you
- How much the normal monthly payment is
- What day of the month your mortgage payment is due (please remember that most mortgages have a grace period before you are charged a late fee)
- Your Loan's type
- Your Loan programs

You may add up to 4 mortgages in the application. If you have more mortgages to request assistance for, we can help in having those added.

Mortgage Info

Mortgage Information 1

Mortgage Servicer

From your monthly mortgage statement select who the payments are sent to.

Servicer Contact Phone Number

Lender

Loan Number

Mortgage Balance

Mortgage Delinquency Status

Mortgage Payment

Mortgage Payment Due Date

Interest Rate

 %

Loan Type

Adjustment Date

Federal Loan Program

Are you in foreclosure?

No

Are you in forbearance?

[+ Add Mortgage](#)

[Back](#)

[Save Progress](#)

[Continue to Financial Page](#)

Financial Information



The Financial Information section will ask you to total your monthly gross (before taxes) income. We may ask for income documentation during the process to verify your income.

You may also include your relevant monthly expenses here so that we have a greater idea of your situation.

Financial Information

Monthly Income Information

MONTHLY GROSS INCOME (PRE-TAX)

Input all amounts of your current monthly gross income in this column. The fields that are already listed are required. If there is no income amount, input \$0. If you have additional income, select the "add" button to add another row and select the source from the dropdown menu. If no category is relevant, select "Other". You can add up to 4 additional income sources.

* Homeowner Salary/Wage

* Spouse Salary/Wage

ADDITIONAL INCOME SOURCES

You can add up to 4 additional income sources.

[+ Add Another Income Source](#)

TOTAL GROSS INCOME

\$0.00

Monthly Expense Information

MONTHLY EXPENSES

Input all amounts of your current monthly expenses in this column. The fields that are already listed have been brought over from your input on previous pages. If you have additional expenses, select the "add" button to add another row and select the source from the dropdown menu. If no category is relevant, select "Other".

ADDITIONAL EXPENSES

You can add up to 4 additional monthly expenses. If you have additional property related expenses, you can [add them on the Property Page](#).

[+ Add Another Expense](#)

TOTAL EXPENSES

\$0.00

Bankruptcy

BANKRUPTCY INFORMATION

* Have you filed for bankruptcy?

No

[Back](#) [Save Progress](#) [Continue to Upload Supporting Files](#)

Uploading Documents



On the Upload Documents screen will be prompted to upload required and supporting documents.

Required Documents

- Valid government ID
- Most recent Mortgage and/or Utility statement(s) reflecting delinquent balance.

Supporting Documents

- Completed Application (Application will automatically upload to the Supporting Files section once the application is submitted)
- Hardship Letter and Signed Hardship Affidavit (Hardship Letter and affidavit will automatically upload to the Supporting Files section once the application is submitted)
- Income Documents for the year of hardship Borrower and Co-Borrower (If Applicable)
- LIHEAP Notice of Action form (If applying for the Utility Program)
- Self-Employment Attestation form, if applicable
- Zero Income or Cash Income Attestation form, if applicable
- Power of Attorney or Probate Documents, if applicable

Once you have uploaded these you will be able to move on.

Please note, you may be required during the review process to upload income documentation reflecting the time period of hardship and/or other documents depending on your situation.

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✔ Property >

✔ Mortgage >

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📁 Supporting Files >

Application Summary >

Sign and Submit >

📁 Supporting Files

The following files are required to process your application. Forms below can be downloaded and filled out. Gather any other required documentation and upload them all below. For assistance, please contact your a

To download and/or upload a supporting file, follow these steps for each file:

1. Start by downloading and filling out the required pdf forms (underlined in blue).
2. Select Upload to upload the corresponding file.
3. Any additional files can be uploaded using the button at the bottom labeled "Upload Additional Supporting Files".
4. Repeat as many times as needed.

Note: Files can be no larger than **50MB**. If you are unable to upload the required documents, please follow the instructions on the [Contact Us](#) page for other ways to meet these requirements.

📄 Required Supporting Files

<p>📄 Valid Government ID (for all borrowers on mortgage and spouses)</p> <p>Examples: Driver's License, Passport, State Identification Card, Voter Registration Card, Library card, Student ID, Social Security Card, Military ID, Naturalization certificate, Lawful permanent residency card, Employment authorization document</p>	<p>FILE(S) UPLOADED:</p> <p style="text-align: center;">📄 Upload File</p>
<p>📄 Account Statements from Your Mortgage Company(s) or Your Utility/Internet Company(s)</p> <p>For MORTGAGE REINSTATEMENT ASSISTANCE: Please provide a copy of your most recent mortgage statement clearly showing your name, property address, Servicer's name, loan number, amount past due and payment address. For UTILITY ASSISTANCE: Please provide a copy of your your most recent utility statement(s) such as electric, gas, propane, water, or internet service, including broadband internet access service. The document(s) should indicate your name, property address, account number, monthly payment amount, payment due date, past due amount and payment address.</p>	<p>FILE(S) UPLOADED:</p> <p style="text-align: center;">📄 Upload File</p>

Additional Supporting Files

<input type="checkbox"/> Completed Application (signed by all borrowers on mortgage and spouses) Completed Application (signed by all borrowers on mortgage and spouses)	FILE(S) UPLOADED: <input type="button" value="Upload File"/>
<input type="checkbox"/> Hardship Letter and Signed Hardship Affidavit Hardship Letter and Signed Hardship Affidavit	FILE(S) UPLOADED: <input type="button" value="Upload File"/>
<input type="checkbox"/> Income Documents for year of hardship borrower and co-borrower (if applicable) 2020 Federal Tax Return; or provide most recent tax filing + self-certification attesting stating no substantial change in income; If neither of the above are available, provide other documents to substantiate monthly income for the last 60 days	FILE(S) UPLOADED: <input type="button" value="Upload File"/>
<input type="checkbox"/> LIHEAP notice of action form (Utility Program only) LIHEAP NOA indicates either denied, or require more assistance than LIHEAP could provide.	FILE(S) UPLOADED: <input type="button" value="Upload File"/>
<input type="checkbox"/> Self-employment attestation form, if applicable AR HAF - Self-Employment Form.pdf Any applicant who is self-employed should complete this form if they are submitting current income OR if they are submitting 2020 income and have not yet filed taxes. You may submit a copy of the 2020 tax return in place of this form.	FILE(S) UPLOADED: <input type="button" value="Upload File"/>
<input type="checkbox"/> Zero income or Cash income attestation form, if applicable AR HAF - Zero Income and Cash Income Certification Form.pdf To be completed by adult household members who are claiming zero income or cash income from any sources.	FILE(S) UPLOADED: <input type="button" value="Upload File"/>
<input type="checkbox"/> Power of Attorney or Probate Documents, if applicable Power of Attorney or Probate Documents, if applicable	FILE(S) UPLOADED: <input type="button" value="Upload File"/>

If any required or supporting documents are needed to satisfy the Supporting Files section, you can save your progress by clicking on “Save Progress” at the bottom of the page. Log back into the application portal once you are ready to proceed forward on completing your application.

If you have satisfied the required and supporting documentation proceed forward by clicking “Continue to Application Summary Page” to be navigated to the Application Summary.

Application Summary

Under the Application Summary Section, you can review every section of the application for completeness and accuracy.

Application Summary

Thank you for completing the application. It is very important that your personal information is correct, so please take a moment to review and make any necessary changes.

Sections marked with  are incomplete and must be filled out before the application can be submitted.

When you feel it is accurate and complete, click the Continue to Sign and Submit button to complete the application.

Program

Utility/Internet Assistance Program

 Personal Information	+
 Employment	+
 Property	+
 Mortgage	+
 Financial	+

Sign and Submit

After you have uploaded your required documents and reviewed the application summary page you will be promoted to the Sign and Submit Application page. Here you will click on “Send for Signatures” able to have the Legal documents package email for you to by DocuSign. This package will consist of the Hardship Affidavit and a Third-party Authorization form.

This packet gives permission to speak to your mortgage servicer/provider on your behalf. Once you have successfully signed packet, your “Submit Application” will become highlighted confirming that the signatures were received you can proceed forward with submitting your application for processing and review.

Sign and Submit Application

Thank you for filling out the application. It is very important that your personal information is correct, please take a moment to review everything on the [Application Summary page](#).

Program

Utility/Internet Assistance Program

Required Documents to be Signed

IMPORTANT:

To send your Legal Documents Package for signature(s), you must complete all required fields and upload all required supporting files. Once complete, you will need to select the **"Send for Signatures"** button. Once you do:

- You will be emailed a link (check spam and/or trash folder in your email or select **"Resend Email"** to send again)
- You must sign all of the required documentation

Select the resend button if you haven't received the DocuSign email

<p> Legal Documents Package</p> <p>This package includes the following documents:</p> <ul style="list-style-type: none"> • Application Package 	<p>SIGNATURES</p> <p></p>
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To submit your application, you must complete all required fields, upload all required supporting files, and sign the Legal Documents Package. When you feel all information is accurate and all required documents have been signed, select **"Submit Application"** to complete your application.

[Back](#) [Submit Application](#)

Selecting the Submit Application button is the last step in submitting your application. Once you submit your application, your assigned Eligibility Analyst will contact you for next steps with your application.

You will be able to log back into the Application Portal to review the status of your application at any point in time. You can also Contact our call center at **888.698.0964 Monday – Friday, 8 – 5pm.**