



City of Woonsocket, RI

TENANT'S APPLICATION CHECKLIST

Woonsocket Lead Hazard Reduction Grant

REQUIRED INCOME/HOUSEHOLD INFORMATION

*All information supplied will be kept completely confidential. At any time during the application process, the tenant may contact the City of Woonsocket Lead Hazard Reduction Construction Specialist to answer any questions. Please call (401)767-9228 for all inquiries.

- Proof of household income is required for the program to determine income eligibility.
- Your application will not be considered for eligibility unless all questions are answered and all required documents have been submitted.

All applicants:

- Application completed in full and signed by all appropriate tenants in the household
- Blood lead level for any children under 6 residing or visiting the unit
- Photo ID of the head of the Household

If currently employed:

- The last two months *consecutive* pay stubs for each household member earning income.
- The most recent two months of bank statements (BOTH savings and checking accounts)
- A complete, signed copy of the CURRENT federal tax return or an official IRS Transcript for each person living in the household who is required to file a return. This complete copy must include all schedules, all W-2 and 1099 forms.

If you wish to obtain a copy of your official IRS Transcript, please use the website below. Currently, this is a free service from the IRS: <https://www.irs.gov/individuals/get-transcript>

If currently receiving assistance:

- A current statement of benefits from social security
- A current statement from your pension holder indicating your *gross* monthly pension
- A compensation letter from the VA
- A letter from your social worker describing your monthly award if you receive public assistance (LIHEAP, SNAP, MEDICAID, ETC)

- Person(s) claiming no income must complete a **NO INCOME STATEMENT**

If currently enrolled as a student:

- Copy of student identification (with current date) OR official or unofficial transcript OR letter from the registrar.

Additional documentation as requested after your application has been reviewed.

There are specific restrictions and conditions associated with federal lead hazard control funds. Funds for our programs are limited and will be available based on completeness of application and city priorities. If you have any questions, please call our office at 401-767-9240 ext. 2240 and we will assist you.