



Application Checklist

County of Hawai'i CDBG-DR Voluntary Housing Buyout Program + Relocation Services Program

**Provide only one document per section (A-G) unless directed by staff.
Failure to submit required documentation may delay application processing.
*Please provide copies of your original documents at time of scheduled appointment.**

<p>A. Proof of Identity</p> <p>Must be <u>Valid/Current</u> government-issued Photo identification card:</p> <p><input type="checkbox"/> Driver's License <input type="checkbox"/> U.S. Passport <input type="checkbox"/> State-issued ID <input type="checkbox"/> Military ID Card <input type="checkbox"/> Other- Provide documentation: _____</p> <p>B. Proof of Ownership</p> <p><input type="checkbox"/> Mortgage Statement <input type="checkbox"/> Recorded Deed <input type="checkbox"/> Document Showing Payment Plan <input type="checkbox"/> Trust Document <input type="checkbox"/> Death Certificate for deceased Owner(s) <input type="checkbox"/> Other- Provide documentation: _____</p> <p>C. Proof of Primary Residence:</p> <p><input type="checkbox"/> County of Hawaii Real Property Damage Letter <input type="checkbox"/> Title Report (Bureau of Conveyances) <input type="checkbox"/> Utility letter/bill (electric, gas, water, trash, sewage, cable, or phone) <input type="checkbox"/> FEMA award letter indicating award for home repairs or contents <input type="checkbox"/> Tax records <input type="checkbox"/> Voter registration <input type="checkbox"/> Other- Provide documentation: _____</p> <p>D. For Renters/ Tenant Information (For Relocation Services)</p> <p><input type="checkbox"/> Lease Agreement (For Affected Disaster Period) <input type="checkbox"/> Utility letter/bill (electric, gas, water, trash, sewage, cable, or phone) <input type="checkbox"/> Last Date of Occupancy (best estimate if not known) <input type="checkbox"/> Other- Provide documentation: _____</p>	<p>E. Verification of Income</p> <p><u>All forms of current income must be reported and documented for each adult member of the household (18 years of age or older).</u></p> <p><input type="checkbox"/> Copy of most recent federal tax returns for all household members (1040, 1099, or 8879) <input type="checkbox"/> Recent pay statement <input type="checkbox"/> Recent pension statement <input type="checkbox"/> Recent social security statement (retirement or disability income) <input type="checkbox"/> Government assistance documentation/benefit statement <input type="checkbox"/> Unemployment benefits statement for current three-month period <input type="checkbox"/> Child support income or child support payments <input type="checkbox"/> Veterans Pension/benefits <input type="checkbox"/> Other- Provide documentation: _____</p> <p>F. Eruption Damage Documentation</p> <p><input type="checkbox"/> FEMA Award Letter or Documentation <input type="checkbox"/> County of Hawaii Real Property Damage Letter <input type="checkbox"/> SBA Award Letter or Documentation <input type="checkbox"/> Insurance Documentation <input type="checkbox"/> Inspection or Engineer's Report <input type="checkbox"/> Photographs <input type="checkbox"/> Other- Provide documentation: _____</p> <p>G. Tax Documents</p> <p><input type="checkbox"/> Real Property Tax Statement <input type="checkbox"/> Other- Provide documentation: _____</p>
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