

# Special Revenue Account

## Rent and Utility Assistance Program

(Formerly Trust & Agency)

### Eligibility Check List

Client must meet **all three** of the following criteria:

- Eviction Notice, Notice of Non-payment, or Statement of Account showing past due balance, or**
  - Past due utility bill** (within the past 30 days) or Account History showing balance due.
- Valid Lease Agreement, Rental Contract, Proof of Ownership, or Signed Documentation from Landlord** Client’s name must be on the agreement or contract. Documentation must list the client’s name, date, address, and amount of monthly rent. For homeowners (utility assistance only), proof of ownership such as mortgage statement or tax bill will be required for past 90 days.
- Government Issued ID or Documents:** Driver’s License, Visa, Passport, Military ID, Consulate Card, Foreign National ID, Department of Homeland Security (DHS) Form I-94, DHS Form I-862, Immigration and Customs Enforcement (ICE) 1-220A, I-220B. *\*Copies of ID’s and documents will be accepted as long as they are legible and do not appear to be altered in any way.*

Plus **two or more** of the following:

- Disability or medical condition** (proof of SSDI, or other medical documentation)
- Loss of household income or No Income:** Ask for documentation i.e. termination letter, proof of unemployment, pay stubs, or signed self-certification of annual income form (provided).
- Other extenuating circumstance** (proof may be required)
- Limited income** (Below 80% Area Median Income, proof will be required)

Family size: \_\_\_\_\_ Annual income: \$ \_\_\_\_\_ (fill in family size and amount)

**CITY OF ALBUQUERQUE**  
**Income and Rent Limit Reference**

United States Department of Housing and Urban Development  
 2022 Income Thresholds Albuquerque, New Mexico

**ADJUSTED INCOME LIMITS**

[https://www.huduser.gov/portal/datasets/home-datasets/files/HOME\\_IncomeLmts\\_State\\_NM\\_2022.pdf](https://www.huduser.gov/portal/datasets/home-datasets/files/HOME_IncomeLmts_State_NM_2022.pdf)

Program	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
30% of AMI	15,900	18,150	20,400	22,650	24,500	26,300	28,100	29,900
50% of AMI	26,450	30,200	34,000	37,750	40,800	43,800	46,850	49,850
60% of AMI	31,740	36,240	40,800	45,300	48,960	52,560	56,220	59,820
80% of AMI	42,300	48,350	54,400	60,400	65,250	70,100	74,900	79,750
Area Median Income (AMI)	52,900	60,400	68,000	75,500	81,600	87,600	93,700	99,700

Effective: June 15, 2022