



RAFT Instructions

WATCH CDC Housing Clinic

What is RAFT?

- RAFT stands for *Residential Assistance for Families in Transition* and is a homelessness prevention program that provides short-term financial assistance to low-income families who are homeless or at risk of becoming homeless.
- The RAFT program helps keep households in stable housing when facing eviction, loss of utilities, and other housing emergencies
- RAFT can provide up to \$10,000 per household, within a 12-month period, to help preserve current housing or move to new housing.
- RAFT can be used to pay for utilities, moving costs, overdue rent, and sometimes future rent.
- RAFT requires that landlords are cooperative with their application process. If your landlord is unwilling to cooperate, you will not be eligible for these services

What will the RAFT Application ask me?

- The RAFT Application will ask:
 - About your current housing situation and your potential challenges
 - Information about who is in your household
 - The income of everyone in your household
 - What kind of help you may need
 - Your landlord's contact information

Am I eligible for RAFT?

- You may be eligible for RAFT if:
 - You are at risk of homelessness or are experiencing housing instability
 - Ex: You received a Notice To Quit
 - You are currently renting or moving to a new rental
 - Your income is at or beneath 50% of your local Area Median Income (AMI) OR 60% of your local Area Median Income for households who are at risk for domestic violence of homelessness/housing instability (example: applicant has received a Notice to Quit)
 - You can check your local AMI [here](#)
- You can also complete [this](#) form that will identify if you are eligible for RAFT

Let's see if you might be eligible for RAFT.

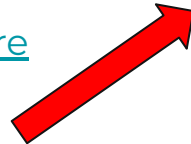
This optional form will ask you a few questions to see if you might be eligible for Residential Assistance for Families in Transition (RAFT).

It is not a guarantee of eligibility, and you must submit a complete application and documentation before receiving assistance. You don't have to fill this form out before applying.

toby@watchcdc.org [Switch account](#)

Not shared

Next Clear form



What do I need to apply for RAFT?

- In order to apply for RAFT, you will need *all* of the following documents:
 - **ID for the Head of your Household**
 - Ex: State driver's license, birth certificate, passport
 - **Proof of your Current Housing**
 - Ex: Lease documents, tenancy agreement, or a tenancy at will agreement
 - **Verification of your Housing Crisis**
 - Ex: A Notice to Quit, an eviction notice, a utility shut off notice, or documents that prove your inability to remain in your current housing due to health, safety, or additional reasons
 - **Income Verification**
 - After applying, the Regional Administering Agency (RAA) or Rental Assistance Processing (RAP) Center will verify your income usually automatically through matching your data with other benefit programs. If additional documents are needed, these agencies will contact you.

RAFT Application

- To apply for RAFT, you can apply online through the Massachusetts Emergency Housing Payment Assistance Portal

[Apply Here](#)

- In the following slides, an overview and explanation of the questions that the RAFT application will ask will be discussed
- Furthermore, WATCH CDC may help you complete this application if you require additional help.

RAFT Question 1

- The first question on the RAFT asks you about your *current* living situation
- This question also relates to funds for **Moving Assistance** (i.e. First, Last, and Security Deposit), click **“Moving”** if you are asking for moving assistance *only*

Living Situation



Living Situation

Please review and respond to this question carefully as you will not be able to edit your response after completing the prescreening page. After prescreening, if you find your living situation response is incorrect, you will need to withdraw the application and start over.

Select the statement that best describes your living situation *

- Renter Staying: Renting your apartment/home, and looking for help to stay in the same place.
- Moving: I need to leave where I am currently staying (i.e., homeless, couch surfing, or living in unsafe conditions).
- Homeowner: Living in your home, and looking for help paying your mortgage to remain in your home or help with other housing costs.

NEXT

RAFT Question 2- Applicant Details

- The next questions on the RAFT are under the prescreening section and cover your background information

▼ Applicant Details

of Household Members * 

Household Annual Income * 

As you are typing your address, suggested matching addresses will appear for you to select. If you don't select one of the suggested addresses, you may keep the full address you have entered, but will also need to select the pencil icon and fill in the individual fields (Street Address, City, State, and Zip) with each part of your address.

What is the address for the rental unit you are seeking assistance for?

*

Apt/Unit #

Do you or an immediate family member work for an organization that administers RAFT, ERAP, or HomeBASE? *

Yes No

Is the tenant's name on the lease? *

Yes No

RAFT Question 2 - Hardships

- This question asks you to choose a hardship scenario that best describes your current housing issue

▼ Hardship

Please tell us the challenges you have faced..

I, or someone in my household: *

- Lost a job
- Collected unemployment benefits
- Had less income than usual (lower pay, fewer hours, or fewer clients if self-employed)
- Had to miss work, or stop working, or work fewer hours due to a health or medical need
- Had to miss work, or stop working, to take care of someone with health or medical needs
- Had to miss work, or stop working, or work fewer hours because my child's school or daycare was closed, or because my child had online school
- Had a roommate or household member move out, stop paying rent, or die, leaving me with higher housing costs
- Had higher bills than usual (for example, medical bills, transportation costs, childcare costs, funeral costs, rent, utilities, etc.)
- Had income that was too low to pay for basic household expenses (for example, food, clothing, rent, utilities, cleaning supplies, etc.)

RAFT Question 2- Housing Crisis

- This questions asks you to choose a scenario that best highlights your current housing issue
- Furthermore, it is asked if you have had any utilities hardships

✓ Renter - Housing Crisis

Please use the section below to highlight any and all housing or utility needs that describe your current situation. (check all that apply)

- I have received a Notice to Quit from my landlord saying I owe rent
- I have been to court or have a court date scheduled about being evicted
- I have been evicted through a court process and I have to leave my home.
- Someone I live with is currently hurting me, threatening to hurt me, or making me or my family feel unsafe

Utilities Assistance (check all that apply)

- I have received a shut-off notice
- My service has been shutoff
- My heating oil or heating gas tank is empty and I cannot pay to refill it

🔴 *Please ensure at least one value is selected in Renting or Utility Crisis question*

RAFT Question 2- Landlord Application

- This question asks if your landlord has submitted an application for the RAFT/ERAP program (this application), and if so, have you received an email confirming this?

∨ Landlord Application

Have you received an email confirmation from the MA RAFT/ERAP Program that your landlord submitted an application? *

Yes No



RAFT Question 3- Applicant Information

- Once you have been determined pre-screening eligible, you will out information relating to yourself, your mailing address, and contact information.

▼ Application Information

First Name * MI Last Name * Suffix

Date of Birth *  Age

Gender *
 Male Female Non-Binary Transgender Decline to Answer


Social Security # * I do not have a social security number (SSN)

Race * Ethnicity *


Employment Status * Type of ID *

▼ Applicant Mailing Address

As you are typing your address, suggested matching addresses will appear for you to select. If you don't select one of the suggested addresses, you may keep the full address you have entered, but will also need to select the pencil icon and fill in the individual fields (Street Address, City, State, and Zip) with each part of your address.

Address Line 1 * Apt/Unit #
24 Crescent St Suite , Waltham, MA 02453 

▼ Applicant Contact Details

Phone Number * Re-enter Phone Number *  Phone Type *
 Mobile Other

Email * Re-enter Email *

Preferred method of contact *  Preferred language *

RAFT Question 4- Household Members

- Next, you will give information about those living in your household.

Additional Household Members

Please include information about 1 household members from the Prescreen you said live with you.
Please do not include yourself as you have already entered your information in the Applicant Details.

Additional Household Members

First Name	Relationship to Head of Household
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[+ Add Household Members](#)

PREVIOUS

NEXT

RAFT Question 5- Income

- Now you will enter information about your income

Income

Do you or your family member(s) have any income from your current job? *

Yes No

Do you or your family member(s) receive any Social Security Income (SSI) or Social Security Disability Income (SSDI)? *

Yes No

Do you or your family member(s) receive any Social Security Retirement Income or pension/retirement income from a former job? *

Yes No

Do you or your family member(s) receive any child support, alimony/spousal support, or foster child support? *

Yes No

Do you or your family member(s) have any other income to report? This includes any rental property income, if you are a landlord. *

Yes No

RAFT Question 5- Household Deduction

- Now you will answer if you pay child support, childcare for sick household members, or tuition.

Household Deduction

Some expenses you might have can be subtracted from your income to make you eligible.

1. Child support.
2. Childcare or care for a sick/incapacitated household member.
3. Tuition and fees for vocationally-related education (cannot be full-time).

Do you or a member of your household currently pay for any of the expenses listed above?

*

Yes No

RAFT Question 6- Rent

- Now you will answer questions about the rent you pay, if it applies to you.
 - Landlord contact information is *required* in order to move forward with your

Subsidized Housing

Does your housing rent go up or down when your income goes up or down (i.e., you have a voucher, like Section 8, or live in public housing)? *

Yes No

Landlord Information

Landlord Type *

Individual Company
 Property Management Company

Landlord First Name *

Landlord Last Name *

Landlord Email *

I don't have an email for the landlord

● **Error: Landlord Email is required.**

Landlord Phone *

Landlord Phone
Type *

Mobile
 Other

I don't have a phone number for the landlord

As you are typing your address, suggested matching addresses will appear for you to select. If you don't select one of the suggested addresses, you may keep the full address you have entered, but will also need to select the pencil icon and fill in the individual fields (Street Address, City, State, and Zip) with each part of your address.

Landlord Address *

Apt/Unit #

Does your landlord live at the property where you rent your unit? *

Yes No

Add Rent Due Details

of months behind? * 

What is your monthly rent? * 

Total Overdue Rent *

RAFT Question 6- Rent

- 1) Click the plus sign to enter details about a utility you pay for
- 2) Fill in these details to add them to the utility page previously seen

Utility

Add Utility

Utility Type	Amount Due
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[+ Add Utility](#)

[PREVIOUS](#) [NEXT](#)

Add Utility

Utility Type*

Amount Due*

Do you know the Account Number? *

Yes No

Company Name

Please enter the provider details, if its not displayed above.

Provider Legal Business Name*

Provider Legal Business Phone

End of Application

- After following along with the questions, you will review your information, upload the documents listed [here](#), confirm your, certify your details, and confirm and submit your application.
- Save a copy of the application number and the 15-digit application number for your records!
- Notify your landlord that you submitted a RAFT application
 - Landlords have to set up a portal for RAFT and submit additional documentation directly to RAFT