

## Michigan Newcomer Rental Subsidy Program

The Office of Global Michigan (OGM), in partnership with Michigan State Housing Development Authority (MSHDA), is addressing the critical housing challenge that many newcomers are facing by creating the Newcomer Rental Subsidy program. This program focuses on increasing access to better and more affordable housing opportunities, expanding the areas of residence, creating more employment opportunities while maintaining dignity and supporting a more rapid social integration.

### PROGRAM ELIGIBILITY

To be eligible for the program, the applicant must not be enrolled in or receive additional rental assistance (this includes enrollment in the Matching Grant Program) by the date of their application or during their time enrolled, and must meet the following requirements:

#### 1. Eligibility based on Immigration Status

- **Refugees** - To qualify for the program as a refugee, a beneficiary must have an eligible immigration status as defined by the [Office of Refugee Resettlement](#) which includes:
  - Refugees
  - Asylees
  - Special Immigration Visa (SIV)
  - Victims of Human Trafficking
  - Cuban and Haitian entrants
  - Afghan Nationals
  - Ukrainian Humanitarian Parolees
- **Other Newcomer Population** - Other immigration statuses include:
  - Individuals who arrived under the Cuban, Haitian, Nicaraguan and Venezuelan (CHNV) program
  - Individuals who arrived under the Family Reunification Parole Process for El Salvador, Guatemala, Honduras, and Colombia
  - Individuals with a pending asylum application
  - Other immigrant individuals

#### 2. Eligibility based on income:

- Renting individuals or households that are experiencing housing instability; and
- Are under 85% of the Federal Poverty Limit (see table on right), or
- Live in [Qualified Census Tract](#) (QCT) area, or have an income at or below [60% of Area Median Income](#) (AMI) and receive any of the following federal assistance:
  - Temporary Assistance for Needy Families (TANF)
  - Supplemental Nutrition Assistance Program (SNAP)
  - Free and Reduced-Price Lunch (NSLP) and/or School Breakfast (SBP) programs
  - Medicare Part D Low-income Subsidies
  - Supplemental Security Income (SSI)
  - Head Start and/or Early Head Start
  - Special Supplemental Nutrition Program for Women Infants, and Children (WIC)
  - Low-Income Home Energy Assistance Program (LIHEAP)
  - Pell Grants

Family Size	Income Limit
1	\$26,973
2	\$36,482
3	\$45,991
4	\$55,500
5	\$65,009
6	\$74,518
7	\$83,694
8	\$93,536

3. **Eligibility based on area of residence:** Renting individuals or households must live in the State of Michigan.

4. **Eligibility based on employment status:**

- Adult household members must be employed, enrolled or willing to enroll in an OGM-funded or equivalent employment readiness or placement program such as a Michigan Works! program. Acceptable reasons to not be enrolled in an employment program can be found on page 3 under "Verification of Enrollment in an Employment Program".
- Individuals must have, be eligible for, or filed for Employment Authorization Document (EAD)
- If an adult individual becomes unemployed during participation in the program, that adult individual must become re-employed or enroll in an employment program within 30 days.

## **DOCUMENTATION REQUIRED TO DETERMINE ELIGIBILITY**

To enroll in the NRS Program the applicant(s) must provide **at least 1 document from each category listed below:**

- **Photo Identification (for adult applicants only)**

- Driver's License or State Identification Document
- Government Issued Identification Document
- Permanent Residence Card (green card)
- Passport
- Immigration Card or Document
- Employment Authorization Document (EAD)
- Alternate Identification Document

- **Verification of Michigan Residence**

- Written and signed lease document
- [Rental Verification Form](#)
- Government Identification Document that includes current address
- Official Mail (mail from a government entity)
- Utility Bill

- **Verification of Eligibility Based on Immigration Status**

- I-94, arrival/departure record
- I-766, Employment Authorization Document
- DHS Form I-571, Refugee Travel Document
- Form I-589, Application for Asylum
- Form I-551, Permanent Resident Card (green card)
- United States issued visa
- Asylum Approval Letter or written decision from an Immigration Judge granting asylum or the Board of Immigration Appeals
- Other legal documents stating eligible immigration status

- **Verification of Income**

Provide all available verification of monthly earned and unearned income for household members that live in the same household that are age 18 or older. If verification of income is not available, the applicant must submit written explanation of why there is no documentation (ex. cash payment).

- Pay stubs or employer statement
  - Copy of submitted IRS form 1040 (first two pages) for the previous calendar year
  - Government Benefits Statement (Social Security, TANF, etc.)
  - Unemployment Benefits
  - Child or other Alimony Support
  - Income attestation if self-employed
- **Verification of Enrollment in an Employment Program**

If unemployed, verification of enrollment in an employment program may be required. Acceptable reasons to not be enrolled in an employment program are as follows:

- Full Time High School Student
- Working 40 Hours per Week
- Postpartum (2 months)
- Lack of Child Care
- Pregnancy Complications
- Domestic Violence
- VISTA, Job Corps, or AmeriCorps (minimum required hours)
- Disabled [recipient of Retirement, Survivors, and Disability Insurance (RSDI)]
- Short Term Incapacity
- Long Term Incapacity
- Aged 65 or Older

## TIMELINE AND AMOUNT OF ASSISTANCE

An individual or household can be in the program for a period up to 12 months. Maximum per-month amount is based on the number of household members:

- Single individual or households of 2 individuals: up to \$300 per month.
- Households of 3 to 5 individuals: up to \$400 per month.
- Households of 6+ individuals: up to \$500 per month.

Households' eligibility will be evaluated at three, six, and nine months to determine continuation of assistance under this program. During these evaluations, the beneficiaries will be provided financial and budget education opportunities. At the end of participation in the program, a full household assessment will be performed.

## PRIORITIZATION OF HOUSEHOLDS

Prioritized processing will be in place based on the following criteria:

- Individuals or households who are homeless or facing homelessness.
- Individuals or households with income at or below 50% AMI.
- Households consisting of a single parent with one or more minor children.
- Individuals or households with one or more members with disabilities or health concerns deeming them unable to be employed.
- Individuals or households in which at least one member arrived in U.S. 24 months or less prior to submitting the application.
- Individuals or households with one or more adult members whose employment ended at least 90 days prior to submitting the application.

## APPLICATION PROCESS

Applicants must complete all parts of the Newcomer Rental Subsidy application form and provide **copies** of the required documents to prove eligibility for the program. Applicants can choose one of three methods to complete their application: an online form, a fillable PDF, or a paper copy. *Applications will not be approved without required eligibility documents.*

### Online Application

- The online application can be found on the OGM website: [Michigan.gov/NewcomerRentalSubsidy](https://Michigan.gov/NewcomerRentalSubsidy)
- Applicants must email **copies** of required eligibility documents to [LEO-refugeeservices@michigan.gov](mailto:LEO-refugeeservices@michigan.gov)

### Fillable PDF Application

- Applicants can complete the fillable PDF application form found online at: [Michigan.gov/NewcomerRentalSubsidy](https://Michigan.gov/NewcomerRentalSubsidy)
- Applicants must email both their completed PDF application form and **copies** of required eligibility documents to [LEO-refugeeservices@michigan.gov](mailto:LEO-refugeeservices@michigan.gov)

### Paper Application

- Applicants may submit a paper copy of their application by printing the application and filling it out by hand. The application form can be found online at: [Michigan.gov/NewcomerRentalSubsidy](https://Michigan.gov/NewcomerRentalSubsidy)
- Both the completed application and **copies** of required documents can be emailed to [LEO-refugeeservices@michigan.gov](mailto:LEO-refugeeservices@michigan.gov) or mailed to Office of Global Michigan, 105 W. Allegan St., Lansing MI 48933.

## PROGRAM REQUIREMENTS

To be eligible for the full allowable time of the program, the participant must agree to meet the following requirements:

- Work with the Office of Global Michigan to evaluate and determine continuation of assistance under this program at three, six and nine months.
- Attend a financial empowerment session.
- Inform the Office of Global Michigan of any changes in address, phone number or email address.
- Inform the Office of Global Michigan of any changes in the number of household members.
- Provide a full household assessment at the end of the allowed 12-month period in the program.
- Complete a survey on how participating in the program has impacted your and/or your family's lives.

*This program is supported in part, by federal award number SLFRP0127 awarded to The State of Michigan by the U.S. Department of the Treasury and in part by the Office of Global Michigan through allocation of federal Office of Refugee Resettlement awards. In accordance with Title VI of the Civil Rights Act of 1964, the Office of Global Michigan will not deny benefits or services or discriminate on the basis of race; color; national origin, including limited English proficiency; disability; age; or sex, including sexual orientation and gender identity.*