

**SAVANNAH**  
savannahga.gov



# **HARDSHIP ASSISTANCE PROGRAM**



# ELIGIBILITY REQUIREMENTS

## The applicant must:

1. Be the owner of the property and reside in the property.
2. Be current on City property tax payments.
3. Have an installed and fully operational smoke detector(s).
4. Meet annual income requirements established by the City of Savannah (Based on Federal Guidelines).
5. Certify that building(s) on their property have the street number properly displayed on the front of the house or building, over or near the front door.
6. Have scheduled or completed a Home Fire Safety Survey by Savannah Fire.

# OWNERSHIP & PROPERTY TAXES

## The applicant must submit:

- A copy of the Property Record Card with the name of the current property owner.  
(Available online at: [www.boa.chathamcounty.org/Home/Search-Property-Record-Cards](http://www.boa.chathamcounty.org/Home/Search-Property-Record-Cards)); OR
- A copy of the Property Tax Bill with the name of the current property owner and assessed Fire Service Fee.
- A copy of payment from the Tax Assessor's Office or mortgage company statement acknowledging payment of property taxes.



The screenshot shows the 'Search Property Record Cards' page on the Chatham County website. The page features a navigation bar with links for 'ABOUT US', 'VALUATION APPROACH', 'MEETINGS', 'HOMESTEAD EXEMPTIONS', 'FORMS', 'LINKS', and 'CONTACT US'. Below the navigation bar is a search bar and the title 'Search Property Record Cards'. The main content area includes a banner for 'Property Record Cards' with a background image of a town. Below the banner are three search options: 'Search by Property ID Number (PIN)', 'Search by Address', and 'Search by Owner Name'. Each search option has a corresponding input field and a search button. The 'Search by Property ID Number (PIN)' field has a placeholder text 'Enter your Property ID Number (PIN)' and an example '1-0123X-12-123X'. The 'Search by Address' field has a dropdown menu for '(All/Any)' and a search button. The 'Search by Owner Name' field has a placeholder text 'Last Name is required. First Name is optional. Use a space only, no commas. Example: Smith or Smith James' and a search button. At the bottom of the page, there is a link to 'Click here for a guide on how to read our Property Record Cards' and a 'Search Property Record Cards' button.

# HOME FIRE SAFETY SURVEY

## The applicant must submit:

- A copy of a scheduled appointment with Savannah Fire for a free Home Fire Safety Survey and smoke detector installation; OR
- Documentation from Savannah Fire verifying a Home Fire Safety Survey was completed and a smoke detector is installed.

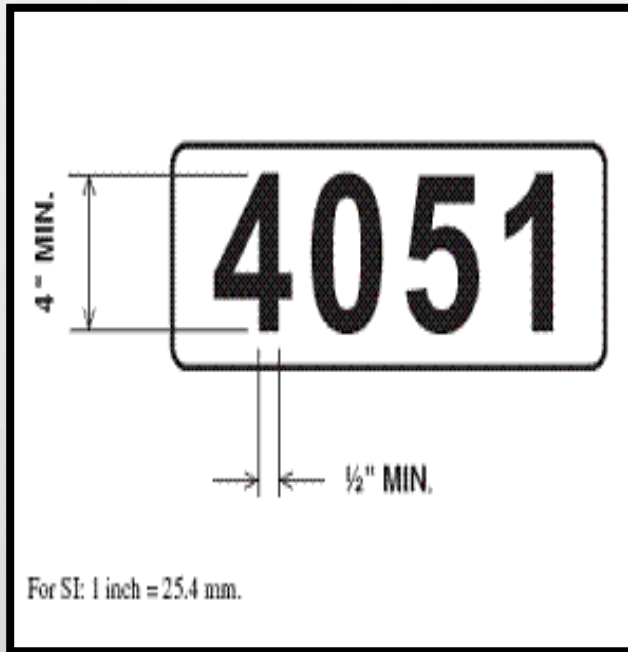
# INCOME & FAMILY SIZE

## The applicant must:

- Provide proof of the property owner's total income (Annual Gross Income) from all sources.  
(Ex: check stubs, social security income statement, alimony retirement income statement or disability income statement)
- Provide proof of family size (Dependents Only)  
(Ex: Federal income tax returns, Temporary Assistance for Needy Families, birth certificates, foster care or court ordered documents of legal custody)

<b>Health and Human Services (HHS) Poverty Guidelines</b>	
<b>Number of persons in family</b>	<b>2018 HHS Poverty Guidelines <i>Effective January 18, 2018 (Federal Register)</i></b>
1	\$12,140
2	\$16,460
3	\$20,780
4	\$25,100
5	\$29,420
6	\$33,740
7	\$38,060

# VISIBLE ADDRESS



- Visible from the street
- Not less than 4 inches high with a minimum width of 1/2 inch
- Contrast with background
- Numbers or letters – cannot be spelled out

# CONNECTING TO SERVICES

**The HAP Management Agent must :**

- Be a not-for-profit, 501 (c) (3) agency
- Provide in-person screenings (Monday – Friday)
- Be located in an ADA accessible facility preferably along the transit route within City limits.
- Be able to connect/refer applicants to other social services.



# TENTATIVE TIMELINE

## 2018 Hardship Assistance Program

June 2018	Request for Proposal issued
July 2018	Secure and train vendor
Mid August	Hardship applications available
October 31, 2018	Hardship application period closes
November 15, 2018	Payments due (No late fees/interest due until after March 2, 2019)

\*Applicants notified of approvals/denials on a weekly basis.