



Housing & Human Services Department
Community Action Agency
400 South Varr Avenue
Cocoa, Florida 32922

Telephone: (321) 633-1951
Fax: (321) 633-1958

Thank you for your interest in receiving Emergency Assistance through the Brevard County Community Action Agency.

All ITEMS LISTED ARE NEEDED TO DETERMINE ELIGIBILITY FOR EMERGENCY SERVICES. YOU MUST HAVE ALL DOCUMENTS AT TIME OF APPLICATION.

1. YOU MUST POSSESS TWO OF THE FOLLOWING ITEMS AS PROOF OF INTENT TO RESIDE IN BREVARD COUNTY: (bring with you)
 - a. State of Florida Drivers License or Florida Identification Card for all adult household members with a Brevard County address. **AND**
 - b. Proof of Employment or two (2) current consecutive months (in your name) utility bills or voter registration or yearly lease on rental unit.
2. ORIGINAL SOCIAL SECURITY CARDS FOR ALL HOUSEHOLD MEMBERS.
3. BIRTH CERTIFICATES FOR ALL OF THE CHILDREN THAT ARE LISTED ON THE APPLICATION.
4. PROOF OF ALL HOUSEHOLD MEMBERS INCOME FOR THE LAST SIXTY (60) DAYS: Paycheck stubs, Unemployment Compensation payment history, Veteran's check, Child Support payment history, AFDC/TANF, SSI, SSD, or statement from employer stating gross income. If you are receiving Unemployment Compensation Benefits you will need to call (954) 625-3009 for a payment history.
5. ALL RECENT BANK STATEMENTS: For all household members: Savings account, Checking account, or CD's. (Within 1 week of application)
6. PROOF OF ALL MONTHLY BILLS AND EXPENSES FOR THE LAST SIXTY (60) DAYS: You must also provide receipts for payments of those bills/expenses. (Rent, electric, water, phone, gas, cable, car payments, insurance payments, furniture payments, prescriptions, child care, etc...)
7. IF YOU ARE LIVING WITH SOMEONE ELSE: You must provide a statement from them explaining your living arrangements and your financial obligations.
8. IF UNEMPLOYED: If you are not involved in the Wages program, you must be actively seeking employment. You must be registered at Job Link and bring two (2) job referrals.
9. IF YOU ARE UNABLE TO WORK: If it is due to disability or injury, you will be required to provide a statement from your physician.

Mortgage/Rental Assistance – For mortgage assistance, you must have a current statement from the mortgage company showing the amount that is due. For rental assistance, you must have a current yearly lease and a statement from the landlord showing the amount that is due.

Utilities (electric, water, or gas) – For utilities assistance, you must have utility bill.

****Incomplete applications will not be accepted – You must have all documents.**

****Please allow up to two (2) weeks for processing once you submitted your completed application.**

