

Illinois Court-Based Rental Assistance Program Toolkit

Serving Residents Outside of Cook County*

Frequently Asked Questions (FAQs) Tenants

Disclaimer: Information included in this document will be updated on a regular basis when applicable.

Eligibility

1. Who is eligible to receive assistance from the Court-Based Rental Assistance Program?

Illinois tenants residing outside of Cook County may be eligible to receive CBRAP assistance if:

- They have a pending eviction due to nonpayment. A court-summons document will be required.
- The household lives in Illinois (outside of Cook County) and rents their home as their primary residence.
- The household's total gross income does not exceed 80% of the Area Median Income for location (find county income limits at www.IllinoisHousingHelp.org).
- The household experienced a financial hardship, including a loss of income or increased expenses, due to the COVID-19 pandemic.

2. Are there immigration status requirements for the Court-Based Rental Assistance Program?

No, CBRAP assistance is available to all eligible renters in Illinois (outside of Cook County) regardless of immigration status. CBRAP assistance is not a "public charge" benefit.



*Cook County residents, including city of Chicago residents, can receive court-based rental assistance by calling the Cook County Legal Aid for Housing and Debt hotline at **855-956-5763** or by visiting **www.CookCountyLegalAid.org**.

3. If I am NOT in an eviction proceeding, can I apply for the Court-Based Rental Assistance program?

No, your application will be ineligible for review. You must be in a court eviction proceeding and provide eviction court documentation to receive assistance from CBRAP.

Application

4. How do I apply for the Court-Based Rental Assistance Program?

The CBRAP application is a joint application between the tenant and the landlord. Both the tenant and the landlord may initiate and complete their online application by visiting www.IllinoisHousingHelp.org, completing the pre-eligibility questionnaire, creating a CBRAP account, and providing the required information and documents. All CBRAP applications must be submitted online. An application will not be considered complete until both the tenant and the landlord complete their sections of the joint application.

5. What information do tenants need to apply for the Court-Based Rental Assistance Program?

Renters will need the following information to apply:

- Valid email addresses for the tenant and landlord
- Court case number
- Monthly rent and amount past due.

6. What documentation do tenants need to provide when applying for the Court-Based Rental Assistance Program?

Renters will need to upload the following documents during the application process:

- Eviction court documents (court case summons document)
- Government-issued photo ID (regardless of expiration date)
- A utility bill or proof of address dated 90 days prior to the application (if the address on your ID is not your current address)
- Proof of current household income
- Proof of past-due rent
- Proof of public assistance (if applicable)
- Recertification of income (if applicable)

A list of acceptable documents is available at www.IllinoisHousingHelp.org.



7. Do tenants need a lease to apply?

Landlords and tenants must provide a current lease in their application if one is available. However, if a current lease is not available you may still apply for assistance.

8. Do tenants need a Social Security Number to apply?

No, a Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN) is not required for tenants.

9. What happens after I complete my section of the application?

After the tenant completes their application, it will be matched with their landlord's corresponding application if one has been submitted and will be considered eligible for review. If the landlord has not yet completed their application, they will receive an email notification inviting them to create a CBRAP account and apply. Tenants can check to see if their landlord has completed their application by logging into their CBRAP account and viewing their status on the application dashboard.

If further information is needed, you will be contacted by IHDA via email with further instructions.

If the landlord does not complete their section of the application, they will be considered unresponsive, and the tenant's application will go through a separate review process. Those tenants may receive CBRAP funds directly and will be contacted by IHDA with further instructions.

10. How can I check on the status of my submitted application?

Visit www.IllinoisHousingHelp.org, enter your application ID and log into your CBRAP account. Your status will be listed on the application dashboard.

11. When will I be notified if my application is approved or denied?

IHDA expects extremely high demand for CBRAP assistance and will review completed applications as quickly as possible. Our goal is to notify applicants of funding eligibility within 15 to 30 days.



12. How will I be notified if my application is approved?

All program communications will be sent to the email addresses provided in the application. Please make sure you maintain access to the email accounts associated with the application throughout the entire review and approval process.

More Information

13. Who do I contact with questions about the Court-Based Rental Assistance Program?

If you have any questions or if you are unsure about anything regarding your CBRAP application, please visit www.IllinoisHousingHelp.org for a list of Housing Stability Service agencies standing by to help. For additional information, contact the CBRAP call center at **866-IL-HELP1 (866-454-3571)**. Call center representatives can answer questions related to the CBRAP program and provide further assistance if needed.

14. What should I do if I think someone is submitting false information to IHDA in connection with the Court-Based Rental Assistance Program?

IHDA takes all allegations of fraud seriously. If you have reason to believe someone is providing fraudulent information in an attempt to obtain emergency rental assistance, please visit ilrpp.ihda.org/Application/ReportFraud and provide as much detail as possible so that IHDA can promptly investigate the matter. Alternatively, persons can file a complaint online with the Office of the Executive Inspector General.

