



How to Apply: Court-Based Rental Assistance Program (CBRAP) for Tenant

Strategic Response Unit

Illinois Housing Development Authority



Contents

- Introduction to CBRAP
- CBRAP Payments, Benefits, and Timeline
- Application Process Overview
- Other Important Information
- Call Center & Resources



Payments and Benefits



Up to \$10K per household from IHDA



Payment of past due and future rent + court costs



Tenants avoid eviction/Eviction is dismissed in court

- CBRAP involves a joint application between tenant and landlord.
- Past due rent can date back to March 13, 2020.
- Payments will be made directly to the landlord via check.
- Up to \$700 in court costs may be awarded with supporting documentation.
- Housing Provider must bring the tenant current; all past due rent, late fees, or other monetary damages, even if not covered by the award, must be waived.
- **Tenant Direct Assistance:** Tenants in court eviction may be eligible for two future months' rent if their landlord opts not to participate.





CBRAP Intervention in the Eviction Court Process

1. Notice to Terminate Tenancy

Advanced notice is required before starting an eviction case in court.

If the tenant pays within the notice period, the landlord must accept the payment.

2. Service of Complaint and Summons

Landlords can file an eviction case in court after the notice period ends (five to 30 days).

Information about CBRAP will be provided with the court summons for tenants, encouraging them to apply for assistance.

3. First Court Date

This is the first opportunity for the court to hear from the landlord and tenant and determine a resolution.

Tenants may request a continuance to apply for CBRAP.

4. Connection with IHDA CBRAP

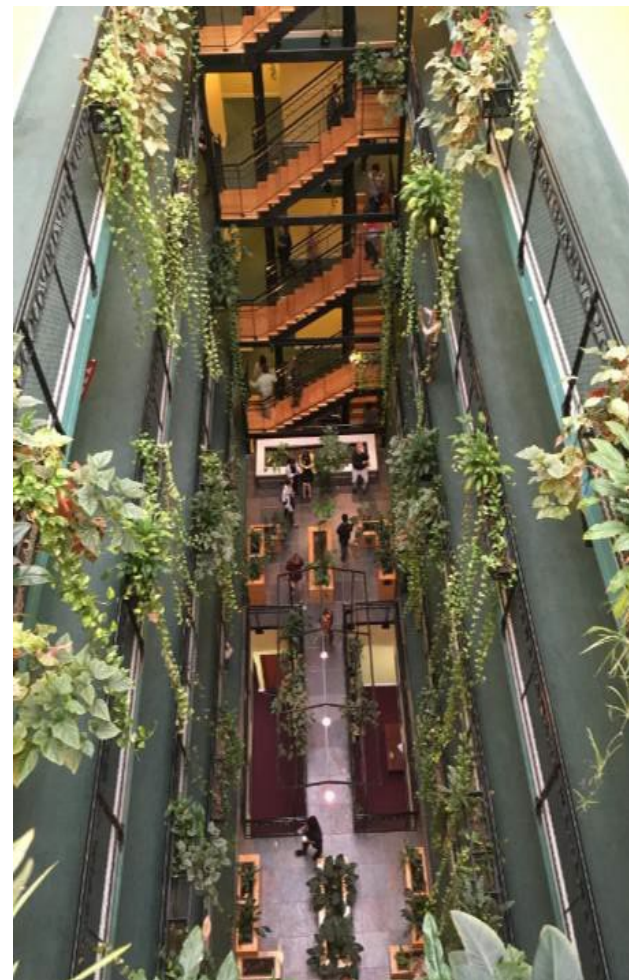
The eviction litigant is connected to the program via legal assistance, a court navigator, or information provided by the court in the summons documents.

CBRAP assistance is paid, the landlord dismisses the eviction with prejudice, and the tenant remains stably housed.



Who Is Eligible?

- Applicant must be in active court eviction proceedings due to non-payment.
- Tenant is still living in the rental unit (subject to eviction) located in Illinois.
- Household must be at or below 80% of the Area Median Income.
 - Example: In Cook County, limit is \$67,150 for one person or \$95,900 for a family of four.
- A tenant household is not eligible for assistance if they have already been approved for CBRAP assistance, including tenant direct assistance, within the past 18 months.
- Proof of citizenship is not required.





FY26 CBRAP Tenant Application Process



Required Documents

For Tenants

- Government-issued photo ID
- Proof of address (dated within 60 days)
- Proof of household income
- Evidence of past-due rent
- Eviction court complaint or summons; court-case number and tenant name must be listed on the eviction document
- Current signed lease (if available)
- Proof of public assistance (if applicable)
- Valid email addresses for tenant and landlord

For Landlords

- Proof of ownership
- Proof of unpaid rent (ledger is required)
- Current signed lease (if available)
- Government-issued photo ID, Certificate of Good Standing, or Articles of Incorporation
- Fully executed and current property management agreement (if applicable)
- Eviction court complaint or summons; court-case number must be listed on the eviction document
- Valid email addresses for tenant and landlord



How to Apply

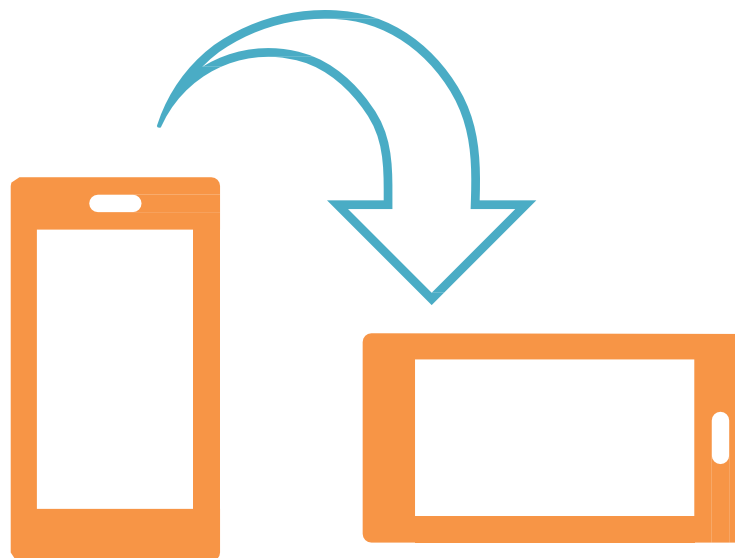
1. Go to:
www.illinoishousinghelp.org/cbrap
 2. Complete the pre-eligibility questions.
 3. Create an account using your email.
 4. Check your email to activate account.
 5. Log in and click **“Start New Application.”**
 6. Do not close your screen until you see. **“Application Submitted.”**
- Either tenant or landlord can apply first.
 - File status will be “Submitted, Waiting for Match” until both parties submit their applications.
 - Files are “matched” by rental unit address.
 - IHDA can manually match applications if needed.
 - Log in to check your application status.
 - Do not submit more than one application.



Best Practices

Before you begin, keep these tips in mind:

- If applying on a phone, turn it sideways for the best view.
- Have your documents ready.
- Accepted file types: PDF, JPEG/JPG, and PNG





Tenant Application Walkthrough

Application Process: Tenant Application Walkthrough

[IHDA Application](#) | [Tenant Dashboard](#) [Logout](#)

Court Based Rental Assistance Program (CBRAP)



My Applications

Preferred Language *

English

+ Start New Application



 There are no applications to display.

To begin your application please click "Start New Application" in the top right corner.

If your status says **"Needs More Info"**, once you upload your documents, please give IHDA time to process the new information. Your status will not change immediately.

If you are a Tenant, and your Status is **"Submitted, Waiting for Match"**, you may be eligible to receive CBRAP assistance directly. Please check your email for instructions on next steps.

Once your account has been created, please log in and select **"Start New Application"** to begin the process.



Tenant Application Walkthrough

Get StartedDetailsHouseholdIdentityIncomeRental AssistanceLandlordSummary

IHDA Application | ApplicationLogout | ? Need Help?

Court Based Rental Assistance Program
(CBRAP)



Choose your preferred language and click 'Save and Next' to begin the application.

Preferred Language *

English ▼

Save and Exit

Save and Next

- Choose your preferred language: English or Spanish.
- After completing each section, click “Save and Next” to continue.
- If you start but cannot complete, click “Save and Exit” to save your progress.



Tenant Application Walkthrough

Get Started **Details** Household Identity Income Rental Assistance Landlord Summary

IHDA Application | Application

Logout |  Need Help?

Court Based Rental Assistance Program (CBRAP)



Applicant Details

Please provide details about yourself as
the primary applicant

Click 'Add Details'.

+ Add Details



Save and Exit

Previous

Applicant Details Section



Tenant Application Walkthrough

Applicant Details Section:

- Input all required information in this section and click “SUBMIT.”
- If you answer “YES” to the final question, you’ll need to provide documentation for your government public benefits.
- See next slide for details.

The screenshot shows the 'Primary Applicant' form within the IHDA application system. The form is titled 'Primary Applicant' and includes a close button (X). Below the title, it says 'Please provide all the details as accurately as possible.' The form fields are organized into several sections:

- Personal Information:** First Name, Last Name, Email Address (roxannaguerrero021fridrice@gmail.com), Date of Birth (MM/DD/YYYY), and Phone Number.
- Household Information:** How many people live in your household (not including yourself)?
- Address Information:** Street Address, Apt./Unit, City, State, Zip Code, and County.
- Search Address:** Building Type and Bedroom Count.
- Demographics:** Ethnicity (Not Hispanic or Latino, Hispanic or Latino, Do not wish to report), Race (American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, White or Caucasian, Do not wish to report), Gender (Female, Male, Nonbinary, Nonconforming, Do not wish to report), and Veteran status (Yes, No, Do not wish to report).
- Disability:** Yes, No, Do not wish to report.
- Final Question:** Does your household currently receive assistance from any of the welfare benefit programs? (Yes, No).

At the bottom of the form, there are 'Cancel' and 'Submit' buttons. The background of the screenshot shows the IHDA application interface with a sidebar on the left containing 'Get Started', 'Details', and 'Summary' tabs, and a main area with 'IHDA Application | Application' and 'Court Based Rental Assistance (CBRAP)'.



Tenant Application Walkthrough

Does your household currently receive assistance from any of the welfare benefit programs? *

☒ Yes ☐ No

Please select document type and attach your program issued award letter, which MUST include your current address. *

SNAP (Supplemental Nutrition Assistance Program)

TANF (Temporary Assistance for Needy Families)

Medicaid

Medicare Part D Low Income Subsidies

Head Start

Low-income Home Energy Assistance

Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)

Cancel

Submit

Applicant Details Section:

- If you answer YES to this question, you must upload your award or explanation letter for one of the programs listed in the drop down.
- The document should include your name.



Tenant Application Walkthrough

Court Based Rental Assistance Program (CBRAP)



Household Details

Applicant Details

Full Name

Email

123@gmail.com

Phone Number

555-555-5555

Please provide details about each member of your household.

+ ADD HOUSEHOLD MEMBER



Save and Exit

Previous

Save and Next

Household Details Section:

- Provide information for all members of the household, including for all household members under the age of 18.
- If there are no other members of the household, you can click “Save and Next” to continue with the application.



Tenant Application Walkthrough

Household Member Details ×

First Name *

Last Name *

Date of Birth *



Close

Submit

These are the details you will need to provide for each household member in your household.



Tenant Application Walkthrough

✓

Get Started

✓

Details

✓

Household

○

Identity

○

Income

○

Rental Assistance

○

Landlord

○

Summary

IHDA Application | Application

Logout | ? Need Help?

Court Based Rental Assistance Program
(CBRAP)


ILLINOIS HOUSING
DEVELOPMENT AUTHORITY

Identity

Identity Verification

Primary Applicant

Full Name
Tester1 LastName

Verify

Save and Exit

Previous

Save and Next

Identity Verification Section



Tenant Application Walkthrough

Proof of Address for Residency on Application

Please select document type and attach one of the following. The document must include the applicant's name, rental address and be dated within 60 days of applying. Cut off or blurry documents will delay application review.

You must click the save button after documents upload

Document Type *

Utility Bill (gas, electric, water, trash, etc.)
Rental Insurance Policy
Cable/Internet Bill
Cell Phone Bill

Proof of Identity

Please select document type and attach a clear copy of your government-issue photo ID. Cut off or blurry documents will delay application review.

Document Type *

Government Issued Driver's License or REAL ID
Temporary Visitors Driver's License
Government Issued Photo ID Card
Matricula Consular or any Foreign Consulate ID
U.S. or Foreign Passport
U.S. Permanent Residency Resident Card
Chicago CityKey ID Card

Identity Verification Section:

- Upload one of the residency documents from the dropdown; the document should include your name, address you are applying for, and be dated within 60 days.
- Upload one of the photo IDs listed in the dropdown.



Tenant Application Walkthrough



IHDA Application | Application

Logout | ? Need Help?

Court Based Rental Assistance Program (CBRAP)



Attestation

☐ I attest that I am receiving assistance from one of the following programs SNAP (Supplemental Nutrition Assistance Program), TANF (Temporary Assistance for Needy Families), Medicaid, Medicare Part D Low Income Subsidies, Head Start, Low-income Home Energy Assistance, Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) *



Sign above

or Type your Signature below

Income Verification Section:

- If you answered YES to receiving government benefits, you will complete the government assistance attestation section pictured here.
- If you answered NO to receiving government benefits, you will complete the Income Verification Section shown on the next slide.



Tenant Application Walkthrough

Court Based Rental Assistance Program (CBRAP)



Income Verification

The Court-Based Rental Assistance Program requires that the tenant household income be below 80 percent of the area median income, as adjusted for household size. In order to determine if your household is within the income limit, we need to review the income for each adult (18+) living in the rental unit.

Please provide one or more of the following documents, all documentation must be from the same calendar year, cut off or blurry documentation will cause delays.

Most recent Filed Tax Return (Form 1040) – Pages 1 and 2
Most recent W-2 tax forms
1099 forms for most recent tax year
Last paystub showing year to date income earned for the most recent end of year
Most recent paystub
Most recent Benefit award letter, statement or payment detail (for example: SSI, PUA, or Unemployment Benefits)
Most recent profit & loss statement, include Adjusted Gross Income (self-employed or contract work)

If an adult in the rental unit does not receive any income, please complete an income attestation and upload that document under "Most recent paystub". When entering income for that adult below, please selected "Annual Income" and enter \$1. You will not be able to save and move forward without entering \$1.

To proceed to the next step, you must take the following actions:

- Add Document
- Add Income
- Add Signature

Full Name	Income	Documents	Income	Sign
Running Chi		Add Documents	Add Income	Add Sign
Test Kid		Add Documents	Add Income	Add Sign
Category	Type	Associated to		

There are no documents to display.

Save and Exit

Previous

Save and Next

Income Verification Section:

- Add income document(s), add income details, and add a signature for each adult in the household.



Tenant Application Walkthrough

Upload Documents

You must click the save button after each document upload

Type	
Most recent Filed Tax Return (Form 1040) – Pages 1 and 2	Add Category 1
Most recent W-2 tax forms	Add Category 2
1099 forms for most recent tax year	Add Category 2
Last paystub showing year to date income earned for the most recent end of year	Add Category 3
Most recent paystub	Add Category 3
Most recent Benefit award letter, statement or payment detail (for example: SSI, PUA, or Unemployment Benefits)	Add Category 3
Most recent profit & loss statement, include Adjusted Gross Income (self-employed or contract work)	Add Category 3

Income Verification Section:

- For each document uploaded, please choose the type from the list.
- For each household member, you only need the relevant documents from ONE of the categories shown here.
- If you receive different types of income, you may need to upload more than one document type for categories 2 and 3.
- All documents uploaded should be from the same calendar year.
- Household members that have no income can complete an income attestation and upload to “Most recent [INCOME ATTESTATION FORM](#)”



Tenant Application Walkthrough

Household Income

Tester1 LastName

Select monthly income or annual income for most recent year to enter amount: *

☐ Monthly Income

☐ Annual Income

Enter your most recent income from all sources:

Total Income

\$

Save

Income Verification Section:

- Each adult (18+) household member must input their total income.
- This can be input as either annual or monthly income.
- The total income input should correspond to the documents you uploaded.
- If you're unsure of your exact annual or monthly income, please enter the amount that closely reflects your total income. The figure will be adjusted as needed during the review process.
- **Please Note:** If your income is zero, enter \$1 instead, as the application portal does not accept a value of \$0.



Tenant Application Walkthrough

Signature



Sign above

or Type your Signature below

Please enter your full name

☐ I hereby attest that all income information included is correct and complete. *

I hereby attest that all income information included is correct and complete is required.

Cancel

Save

Income Verification Section:

- Each household member will sign and attest to their income information provided.



Tenant Application Walkthrough

Example of complete Income Verification Section

Get Started

Details

Household

Identity

Income

Rental Assistance

Landlord

Summary

IHDA Application | Application

Logout | Need Help?

Court Based Rental Assistance Program (CBRAP)



Income Verification

The Court-Based Rental Assistance Program requires that the tenant household income be below 80 percent of the area median income, as adjusted for household size. In order to determine if your household is within the income limit, we need to review the income for each adult (18+) living in the rental unit.

Please provide one or more of the following documents, all documentation must be from the same calendar year, cut off or blurry documentation will cause delays.

Most recent Filed Tax Return (Form 1040) – Pages 1 and 2
Most recent W-2 tax forms
1099 forms for most recent tax year
Last paystub showing year to date income earned for the most recent end of year
Most recent paystub
Most recent Benefit award letter, statement or payment detail (for example: SSI, PUA, or Unemployment Benefits)
Most recent profit & loss statement, include Adjusted Gross Income (self-employed or contract work)

If an adult in the rental unit does not receive any income, please complete an *income attestation* and upload that document under "Most recent paystub". When entering income for that adult below, please selected "Annual Income" and enter \$1. You will not be able to save and move forward without entering \$1.

To proceed to the next step, you must take the following actions:

- Add Document
- Add Income
- Add Signature

Full Name	Income	Documents	Income	Sign
Running Chi	30000	✓ Document Added	✓ Income Added	✓ Signed
Test Kid	20000	✓ Document Added	✓ Income Added	✓ Signed

Category	Type	Associated to		
Income	Most recent paystub	Test Kid	<button>View</button>	<button>Delete</button>
Income	Most recent paystub	Running Chi	<button>View</button>	<button>Delete</button>

Save and Exit

Previous

Save and Next



Tenant Application Walkthrough

Rent Assistance

COURT CASE VERIFICATION

To be eligible for assistance, tenants **must** be in active court eviction litigation. All applications must include official court documentation, signed and sealed by the Circuit Court that includes the Plaintiff (Landlord/Owner), Defendant (Tenant) and Case Number that reflects you have a pending eviction due to nonpayment.

Court Case Number

PAST DUE VERIFICATION

Please select the months and amounts for which you are requesting rental assistance. Please add all months you are past due. Indicate the actual amount owed to your landlord. If that amount exceeds \$10,000, the grant will be capped at \$10,000.

You will be required to upload a document as evidence of your past due rent before continuing the application.

Please upload a copy of your lease if you have one available.

Does your household need 2 months of future rental assistance to achieve housing stability? (Please Select Yes or No) *

☐ Yes ☐ No

Court Case Verification & Rent Assistance Section:

- Upload Court Issued Eviction Documents.
- Add all months you're past-due on rent.
- Confirm if future rent, up to two months, is needed.
- Upload documents that show how much rent you owe.



Tenant Application Walkthrough

Rent

Add Month and Amount

Upload Rent Document

Date	Amount due for this period	Award Program	Rent Owed
No details to display.			

File Type

File Name

No documents to display.

Save and Exit

Previous

Save and Next

Rent Assistance Section:

- For each month you are behind on rent, please provide the following information:
- Select the past-due month and year from the drop-down menu.
 - Enter your monthly rent amount.
 - Enter any amount of rent you have already paid. (This can also be \$0.)
- Based on the information you provide, your total amount owed will be automatically calculated.



Tenant Application Walkthrough

Sample Rent Input

Add Rent and Amount

Add rent month and amount

Select Month *

July 2025

Contracted Monthly Rent *

\$ 2,000.00

Monthly Rent Already Paid *

\$ 500

Amount Owed

\$ 1,500.00

Save

Cancel



Tenant Application Walkthrough

To move forward in the application you must upload both of the following documents:

1. Eviction Court summons: provide official court documentation, signed, and sealed by the Circuit Court that includes the Plaintiff (Landlord / Owner), Defendant (Tenant) and Case number that reflects you have a pending eviction due to nonpayment.

2. Evidence of Past Due Rent

If you have a copy of your lease, please also upload a copy of your most recent Lease (all pages)

Type	Description	
Court Document	Court Issued Eviction Summons (Required)*	<button>Add</button>
Rent Document	Rent Roll/Tenant Ledger	<button>Add</button>
Rent Document	Lease	<button>Add</button>
Rent Document	Copy of Voucher with Tenant Portion Rent	<button>Add</button>
Rent Document	Copy of Re-certification of Income with New Rental Amount	<button>Add</button>

Rent Assistance Section:

Please note: You must upload two documents.

- Acceptable court documents include a court summons or complaint.
 - The document must show your name & address.
 - Include your court case number.
- Acceptable rent document may include:
 - Proof of past-due rent, such as a ledger
 - Your most recent lease agreement.
 - If you have both a rent ledger and a lease, you are encouraged to submit both documents.
- If you receive any rental assistance or housing subsidies, you must also upload a document that shows the portion of rent you are responsible for paying.



Tenant Application Walkthrough

Example of complete Rent Assistance Section

COURT CASE VERIFICATION

To be eligible for assistance, tenants **must** be in active court eviction litigation. All applications must include official court documentation, signed and sealed by the Circuit Court that includes the Plaintiff (Landlord/Owner), Defendant (Tenant) and Case Number that reflects you have a pending eviction due to nonpayment.

Court Case Number

2023EV123456

PAST DUE VERIFICATION

Please select the months and amounts for which you are requesting rental assistance. Please add all months you are past due. Indicate the actual amount owed to your landlord. If that amount exceeds \$10,000, the grant will be capped at \$10,000.

You will be required to upload a document as evidence of your past due rent before continuing the application.

Please upload a copy of your lease if you have one available.

Does your household need 2 months of future rental assistance to achieve housing stability? (Please Select Yes or No) *

☒ Yes ☐ No

Rent

Add Month and Amount

Upload Rent Document

Date	Amount due for this period	Award Program	Rent Owed		
September 2025	\$1,000.00		\$1,000.00	Edit Rent	Delete
August 2025	\$1,000.00		\$1,000.00	Edit Rent	Delete
July 2025	\$1,000.00		\$1,000.00	Edit Rent	Delete
June 2025	\$1,000.00		\$1,000.00	Edit Rent	Delete
May 2025	\$1,000.00		\$1,000.00	Edit Rent	Delete

File Type	File Name	
Rent Document	Lease	Delete
Court Document	Court Issued Eviction Summons (Required)*	Delete
Rent Document	Rent Roll/Tenant Ledger	Delete

Save and Exit

Previous

Save and Next



Tenant Application Walkthrough

Progress bar: Get Started (checked), Details (checked), Household (checked), Identity (checked), Income (checked), Rental Assistance (checked), **Landlord** (active), Summary (unchecked).

IHDA Application | Application [Logout](#) | [Need Help?](#)

Court Based Rental Assistance Program (CBRAP)

ILLINOIS HOUSING DEVELOPMENT AUTHORITY

Landlord

Landlord Details

Please enter your landlord's information. Your landlord will be emailed their portion of the application within 24 hours from no-reply@ihdanotify.org. Please notify your landlord that you have started the application. If they haven't received the email, have them check their spam or junk folder.

Landlord or Property Management

Company Name

Contact Name *

Email *

Phone *

Landlord Address

Street Address

Street Address 2

City

State Zip

Country

Landlord Details Section:

- Provide name and contact information for landlord.
- This information will be used to reach out to your landlord to complete their application, if they have not already.



Tenant Application Walkthrough

✓

Get Started

✓

Details

✓

Household

✓

Identity

✓

Income

✓

Rental Assistance

✓

Landlord

○

Summary

IHDA Application | Application

Logout | Need Help?

Court Based Rental Assistance Program (CBRAP)

ILLINOIS HOUSING DEVELOPMENT AUTHORITY

SECTIONS

Applicant Details

Household Member Details

ID Verification

Income Validation

Assistance

Documents

Landlord

Disclosures

Primary Applicant

Edit

First Name: Tester1

Last Name: LastName

Date of Birth: 09/12/1980

Email: @gmail.com

Phone Number: 5555555555

Address: , CHICAGO IL 60601-3713

Building Type: Multi-Unit (more than 4 units)

Bedroom Count: 2

Ethnicity: Do not wish to report

Race: Do not wish to report

Latin Sub Race: None

Asian Sub Race: None

Native Hawaiian Sub Race: None

Gender: Do not wish to report

Disability: Do not wish to report

Veteran:

Other Government Assistance: No

Summary Section:

- This is the last section of the application!
- Review the information input into the application.
- Review the documents uploaded to the application.
- Review the Grant Agreement: [LINK TO SAMPLE](#)
- Complete certifications.
- Sign your application.
- Submit your application.



Tenant Application Walkthrough

Confirmation

- ☐ By checking this box, and proceeding to apply for CBRAP grant funds, I certify that I have read and agree to IHDA's e-consent policy and IHDA's privacy policy. *

E-Consent Policy

Privacy Policy

- ☐ By checking this box, and proceeding to apply for CBRAP grant funds, I agree to provide, under penalty of perjury pursuant to 720 ILCS 5/3202, truthful, accurate and complete information, and I understand that providing false information is a criminal offense. *
- ☐ By checking this box, and proceeding to apply for CBRAP grant funds, I certify as follows: (i) I have reviewed the entire Grant Agreement; and (ii) I had an opportunity to review the Grant Agreement with an attorney; and (iii) I understand and agree to the terms and conditions of the Grant Agreement and have the authority to sign. In addition, by checking this box, I hereby waive any rights to object to the validity of my electronic signature, including an electronic signature generated by an electronic sound, symbol or process attached to or logically associated with my application and the Grant Agreement. *
- ☐ By selecting this checkbox, I agree that all the information I have submitted is correct and I have authority to sign this application *



Sign above

or Type your Signature below

Save and Exit

Submit Application

Previous

Once you have reviewed all information, documentation, and the Grant Agreement: complete the certification checkboxes, sign the application, and click “Submit Application”.



Tenant Application Walkthrough



Have you confirmed all of your information is correct?

Once you submit your application, you will not be able to make any further changes.

Yes, submit

No, Go Back to Application

After you click “Submit Application”, this pop up will be the last opportunity to go back and make edits to your application. Click “Yes, submit” if you are ready to proceed.



Tenant Application Walkthrough

Your Application Is Being Created



Further documentation for all the provided requirements will be required as part of the application. Participation in the program is limited to the amount of funding available and will be granted on a first approved basis.

An approved applicant file will contain all submitted information and documentation necessary to meet all required eligibility criteria and contain completed forms, documentation and all necessary information for members of the household.

DO NOT CLOSE OUT OF THIS SCREEN.

Your application is being created, which may take several minutes. Please wait until you receive confirmation that your application has been submitted.



Your Application Is Complete

Congratulations! You have completed the tenant section of the application. We recommend that you tell your landlord that you began the application process and that they will receive an email from no-reply@ihdanotify.org. If your landlord does not receive an email from no-reply@ihdanotify.org, please encourage them to check their spam folder.

You will receive an email that will allow you to sign in and view your dashboard.

Please ensure that you log out of your account and close your browser.

[Logout](#)

CONGRATULATIONS!

You've completed your application.

You can log out of your session. When you log back on to your dashboard, you will see your application as submitted and you should see a real time review status every time you log on.



Other Important Information



- A submitted application does not guarantee assistance.
- Submitting false information may violate federal and laws.
- Check your email for document requests and communications.
 - Maintain access to your email throughout the application process.
- Landlords will receive a check within 10-14 days after IHDA sends an approval email.
 - Upon approval, the landlord will move to have the eviction case dismissed with prejudice.



Tenant Direct Assistance

- If a landlord opts not to participate, tenants may qualify for assistance equal to two months' rent to help secure new housing.
 - Landlords have 14 days to apply before tenant application may be eligible for this assistance.
- Assistance will be based on the HUD Fair Market Rent for a unit with the same number of bedrooms in their zip code.
- Tenant must still be living in the rental unit at submission of application.
- Check is sent to the tenant.



Your Application Dashboard and Status

- Sign into your account at www.Illinoishousinghelp.org
 - Use the email address and password from when you created your account.
- Your application status is shown **in real-time**.
- If you applied more than once, you will see your other applications.
- If requested, use the “ADD DOCUMENT” button to upload documents.

Application Status Dictionary

- **Submitted waiting for Match:** The application is waiting to be matched with the corresponding application for review.
- **Ready for Review:** The application is complete and ready for review.
- **In Review:** The application is currently being reviewed.
- **Needs more info:** More information is needed, please use the ADD DOCUMENT button to upload the requested documents.
- **Ready for Supervisor Review:** The application has been flagged for further review.
- **In Final Review:** The application is under final review.
- **Quality Control:** The application was selected for special review.
- **Review-1/Review-2:** The application has been flagged for further review.
- **Duplicate:** The application has been flagged for possibly being a duplicate.
- **Pre-Approved/Approve:** The application has passed initial review but must pass a Quality Control ("QC") pre-funding check in order to receive final grant approval. If final grant approval is issued, the applicant will receive an approval email with payment details.
- **Denied:** The application was denied for funding.



Tenant Application Walkthrough

Call Center and Resources



- Visit www.illinoishousinghelp.org/cbrap for resources including FAQs.
- Call **866-454-3571** – choose option #2 to speak with a CBRAP agent.
 - Available in English, Spanish, and Polish
 - For additional languages, email CBRAP.INFO@IHDA.ORG to schedule a three-way call with an interpreter.
 - Technical assistance for applications is available.
- Call 855-631-0811 for free legal services wide or visit www.evictionhelpillinois.org