
**Spokane County
Wildfire Housing Assistance Fund
Documentation List**

Spokane Housing Authority staff will request:

Proof of Identity: One document that includes your photo and full name, such as:

- Driver's license or state ID
- U.S. or foreign passport or passport card
- Military ID
- Other U.S. or foreign government-issued photo ID

Proof of Primary Residence: If not verified by proof of identity, one document that includes the address of your primary residence at the time of the disaster and your full name, such as:

- Lease agreement or rent receipts
- Mortgage statement, deed, or property tax document
- Homeowners or renters insurance policy
- Utility bill (electric, water, gas, phone, or internet)
- Bank or credit card statement
- Vehicle registration or voter registration
- A completed SHA third-party residency verification form

Proof of Income Eligibility:

If SHA can verify that your household receives assistance from a means-tested federal public assistance program—such as TANF, Medicaid, SNAP, EITC, LIHTC, WIC, or SSI—you will not be required to provide additional income documentation. All adults in your household must either provide a benefit verification letter or sign form DSHS 17-063 to allow SHA to access the DSHS Benefits Verification System (BVS) to independently confirm your benefits.

Otherwise, all adults in your household must provide income verification, such as:

- Pay stubs for the most recent two months
- Benefit verification letter
- Bank statements
- 2025 tax return

Proof of Homelessness or Housing Instability: SHA will prioritize funding for households that are experiencing homelessness or housing instability. If you meet this prioritization criteria, please provide:

- Homelessness or temporary-housing records (e.g., shelter intake records, hotel/motel receipts, letter from a service provider) or a completed third-party homeless verification form; or

- Documentation showing overdue housing-related bills (e.g., rent ledger, landlord communications, mortgage statement, property tax document, utility bill, credit card statement)

Proof of Eligible Costs: Additional documents will depend on your specific situation, but may include items such as:

- Current rent ledger, mortgage statement, or repayment agreement
- Housing-related bills (e.g., utilities, insurance)
- Credit card bill showing eligible charges and related invoices/bills/receipts

NOTE: If you have difficulty providing any document, please contact SHA to find out what alternatives may be accepted.