



# 5 Steps to Rental Relief

through the  
**Michigan Coronavirus Relief Fund (CRF)**

**1**

## Access the Program

- Dial 2-1-1 and ask to schedule a prevention intake appointment with HRI
- Complete your Scheduled Appointment

**2**

## Submit Required Documents

- Last 30 days of income
- Copy of Photo ID
- Complete MSHDA Tenant Application Form

**3**

## Landlord Submits Required Documents

- Landlord Completes MSHDA Landlord Application Form
- Current Tenant Ledger

**4**

## HRI Process Application

- Submission reviewed for eligibility and receipt of required documents.
- Tenant signs Settlement Agreement/Conditional Dismissal
- Landlord signs Settlement Agreement/Conditional Dismissal

**5**

## Rental Relief Award

- Rental Relief Financial Assistance released directly to Landlord

*The length of time from accessing the program to the rental relief award is highly dependent on the completion and receipt of required documents. The rental relief award can be expected to be released within 5 business days after receipt of all application documents.*