



# KEEP the KEY

Providing Financial Assistance for Pinellas Park Residents Affected by COVID-19

## City of Pinellas Park COVID-19 Emergency Assistance Program Overview Page

The City of Pinellas Park has received funding from the Department of Housing and Urban Development's CDBG-CV Round 3 program. These funds are being used to implement the City's **Keep the Key** program to assist residents who have been negatively impacted by COVID-19. If you have lost a job or significant income due to impacts from the pandemic and live within City limits you may qualify for financial assistance for three months or up to \$5,000 per household to pay for rent, mortgage, utility or transportation payments. **Payments will be made directly to service providers.**

You can submit a **Pre-Application Form** beginning October 18, 2021 at 8:00 AM to November 1, 2021, 4:30 PM. Pre-applications will be available online at [www.pinellas-park.com/keepthekey](http://www.pinellas-park.com/keepthekey) and at the Community Development Building located at 6051 78<sup>th</sup> Avenue North, Pinellas Park, FL 33781. Forms can be emailed to [keepthekey@pinellas-park.com](mailto:keepthekey@pinellas-park.com) or dropped off at the Community Development Building. **Mailed Pre-Application forms will not be accepted.** Please note that the website and office building will close exactly at 4:30 PM on Monday November 1, 2021; no Pre-Applications will be accepted after 4:30 PM.

All **Pre-Application Forms** that are determined to be eligible by City Staff will be entered into a lottery. A limited number of **Pre-Application Forms** will be selected through the lottery process. If your household is selected through the lottery process, City Staff will contact you to complete a full application, and request that you provide all of the following documents:

- Copy of Valid Driver License/Florida Identification Card of everyone 18 years of age and older (The driver licenses/FL ID Cards must have current Pinellas Park address)
- Most Recent Tax Return. (If filed separately, copies for all members 18 years of age and older are required)
- Documentation of All Income Disclosed
- Bank Statements from January through March of 2020
- Bank Statements from January through March of 2021
- Copies of Social Security Cards for everyone 18 years of age or older

Additionally, the following documents must be attached to the application (as applicable for the type of assistance being sought):

- Current Lease (showing monthly rent) and letter from Landlord/Property Manager showing amount due
- Statement from Mortgage Company showing amount past due
- Statement from Utility Provider (showing past due balance)
- Statement from Vehicle Lender

For additional information and complete program guidelines please refer to [www.pinellas-park.com/keepthekey](http://www.pinellas-park.com/keepthekey). You may email [keepthekey@pinellas-park.com](mailto:keepthekey@pinellas-park.com) or call 727-409-2395 for individual assistance.





**Emergency Assistance Prescreen  
Lottery Entry  
Pre-Application Form**

Have you received assistance or received a commitment for assistance from any other source for the requested assistance?

- Yes  No

**If yes, be aware that you are not eligible to receive duplicate funding under this program.**

You have received and read the **Keep the Key** Emergency Assistance Program **Overview Page**.

- Yes  No

Requested Assistance (mark all that apply):

- Rent  Mortgage  Utility  Transportation

Applicant's Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Co-Applicant's Name: \_\_\_\_\_

Co-Applicant's Phone Number: \_\_\_\_\_

Residence Address: \_\_\_\_\_

Current Household Income: \_\_\_\_\_

Number of Adults in Household: \_\_\_\_\_

Number of Children in Household: \_\_\_\_\_

Email Address : \_\_\_\_\_

Please mark the statement that best fits the Applicant's and Co-Applicant's current situation as a result of the coronavirus (COVID-19).		
	Applicant	Co-Applicant
I have experienced a reduction of salary.	<input type="checkbox"/>	<input type="checkbox"/>
I have had my hours reduced.	<input type="checkbox"/>	<input type="checkbox"/>
I have been furloughed.	<input type="checkbox"/>	<input type="checkbox"/>
I have been laid off.	<input type="checkbox"/>	<input type="checkbox"/>
I have been terminated.	<input type="checkbox"/>	<input type="checkbox"/>
Other. Explain.		

**FOR INTERNAL USE ONLY.**

A. Household Size	B. Total Household Income			
	0-30%	30-50%	50-80%	> 80% Ineligible
<input type="checkbox"/> 1	<input type="checkbox"/> 0 - \$14,075	<input type="checkbox"/> \$14,076 - \$23,500	<input type="checkbox"/> \$23,501 - \$37,450	<input type="checkbox"/> \$37,451 +
<input type="checkbox"/> 2	<input type="checkbox"/> 0 - \$16,075	<input type="checkbox"/> \$16,076 - \$26,800	<input type="checkbox"/> \$26,801 - \$42,800	<input type="checkbox"/> \$42,801 +
<input type="checkbox"/> 3	<input type="checkbox"/> 0 - \$18,100	<input type="checkbox"/> \$18,101 - \$30,150	<input type="checkbox"/> \$30,151 - \$48,150	<input type="checkbox"/> \$48,151 +
<input type="checkbox"/> 4	<input type="checkbox"/> 0 - \$20,075	<input type="checkbox"/> \$20,076 - \$33,450	<input type="checkbox"/> \$33,451 - \$53,500	<input type="checkbox"/> \$53,501 +
<input type="checkbox"/> 5	<input type="checkbox"/> 0 - \$21,700	<input type="checkbox"/> \$21,701 - \$36,150	<input type="checkbox"/> \$36,151 - \$57,800	<input type="checkbox"/> \$57,801 +
<input type="checkbox"/> 6	<input type="checkbox"/> 0 - \$23,300	<input type="checkbox"/> \$23,301 - \$38,150	<input type="checkbox"/> \$38,151 - \$62,100	<input type="checkbox"/> \$62,101 +
<input type="checkbox"/> 7	<input type="checkbox"/> 0 - \$24,900	<input type="checkbox"/> \$24,901 - \$41,500	<input type="checkbox"/> \$41,501 - \$66,350	<input type="checkbox"/> \$66,351 +
<input type="checkbox"/> 8	<input type="checkbox"/> 0 - \$26,500	<input type="checkbox"/> \$26,501 - \$44,200	<input type="checkbox"/> \$44,201 - \$70,650	<input type="checkbox"/> \$70,651 +

Please email completed document to [keepthekey@pinellas-park.com](mailto:keepthekey@pinellas-park.com) or drop form off at the Community Development Building located at 6051 78<sup>th</sup> Avenue North, Pinellas Park, FL 33781. Forms **cannot** be mailed. Incomplete forms will not be reviewed. Applications submitted after 4:30PM on the due date will not be considered.

Reviewer Initials: \_\_\_\_\_ Eligible/Ineligible: \_\_\_\_\_

