

Dear ERAP Applicant,

Due to the high volume of applications, Community Progress Council is unable to provide updates regarding the status of individual applications. We ask clients to use the [application portal](#) to review their application and status. Additionally, email updates will occur any time an application is moved from one stage to another.

Please review the stages below for additional information to understand the status of your application. We are working through applications as quickly as possible and appreciate your patience during this time.

<i>Application Stage</i>	<ul style="list-style-type: none"> • Applicant working on application - not yet submitted
<i>Initial Income Verification -"Income Review in Process"</i>	<ul style="list-style-type: none"> • First review of income information submitted
<i>Final Income Verification -"Income Review in Process"</i>	<ul style="list-style-type: none"> • Second review of income information provided. • We may request additional information from you and an email titled -"Additional Information Requested -Check Email" will be sent. • If your income is identified as ineligible -the application will be closed. You will receive an email titled -"Application Determined Ineligible."
<i>Initial Utility Review -"Utility Assistance Review in Progress"</i>	<ul style="list-style-type: none"> • If you requested utility assistance, the application would move to this review stage. • First review of the utility information provided. • If you ONLY requested rent assistance, you will skip this stage and move to Initial Rent Review.
<i>Final Utility Review -"Utility Assistance Review in Progress"</i>	<ul style="list-style-type: none"> • Second review of utility information provided • Reviewer might request additional information from you and an email will be send, with instructions, titled -"Additional Information Requested -Check Email" • If utility information is identified as ineligible - the application will be closed. An email titled -"Application Determined Ineligible" will be sent to you.
<i>Initial Rent Review -"Rent Assistance Review in Process"</i>	<ul style="list-style-type: none"> • First review of the rent information provided. • If the landlord has not completed their application, the application will stay in this stage until received.

	<ul style="list-style-type: none"> • Reviewer might request additional information from you and an email will be sent.
<i>Final Rent Review - "Rent Assistance Review in Process"</i>	<ul style="list-style-type: none"> • Second review of rent information provided. • Reviewer might request additional information from you and an email titled - "Additional Information Requested -Check Email" will be sent. • If rent information is identified as ineligible - the application will be closed, and you will receive an email titled-"Application Determined Ineligible."
<i>Rent Fiscal Review - "Rent Assistance in Final Review"</i>	<ul style="list-style-type: none"> • For rent assistance applications, review of landlord Direct Deposit/W9 information. • Approved applications are processed for payment.
<i>To Be Awarded - "Application Approved - Check Email for Details"</i>	<ul style="list-style-type: none"> • Utility ONLY assistance requests are moved to this stage after the Final Utility Review • Applications in this stage are ready for payment (within 30 days).