

**Guma Na Maolek (Make Homes Good)**  
**Housing Program 1: Owner-Occupied Rehabilitation and Reconstruction**

**Required Documentations Checklist**

**Returned**

Required Documentations Checklist		Returned
<b>Section A: Proof of Legal Residency (Any 1 of the following documents)</b>		
<i>Important: LABEL each uploaded file by document type and include the applicant/household member's name (e.g., Passport-John Doe).</i>		
<input type="checkbox"/>	U.S. Passport; or <i>(If a U.S. Passport is not available, provide the following)</i>	<input type="checkbox"/>
	- One (1) Government Issued photo ID (REAL ID, Guam Driver's License, Guam ID, or other state/territorial ID); and	<input type="checkbox"/>
	- U.S. Birth Certificate	<input type="checkbox"/>
<input type="checkbox"/>	Valid COFA Passport with Form I-94 Arrival/Departure Record (for COFA citizens); or	<input type="checkbox"/>
<input type="checkbox"/>	Naturalization Certificate; or	<input type="checkbox"/>
<input type="checkbox"/>	Permanent Resident Card	<input type="checkbox"/>
<b>Section B: Proof of Identification for Applicant and Co-Applicant (Any 1 of the following documents)</b>		
<i>Important: LABEL each uploaded file by document type and include the applicant/household member's name (e.g., DriversLicense-John Doe).</i>		
<input type="checkbox"/>	Driver's License; or	<input type="checkbox"/>
<input type="checkbox"/>	Passport; or	<input type="checkbox"/>
<input type="checkbox"/>	Permanent Resident Card; or	<input type="checkbox"/>
<input type="checkbox"/>	Military ID Card	<input type="checkbox"/>
<b>Section C: Proof of Identification for Communication Designee and/or Next of Kin (Any 1 of the following documents IF applicable)</b>		
<i>Important: LABEL each uploaded file by document type and include the applicant/household member's name (e.g., MilitaryID-John Doe).</i>		
<input type="checkbox"/>	Driver's License; or	<input type="checkbox"/>
<input type="checkbox"/>	Passport; or	<input type="checkbox"/>
<input type="checkbox"/>	Permanent Resident Card; or	<input type="checkbox"/>
<input type="checkbox"/>	Military ID Card	<input type="checkbox"/>
<b>Section E: Proof of Identification for every Person listed in the household (Any 1 of the following documents)</b>		
<i>Important: LABEL each uploaded file by document type and include the applicant/household member's name (e.g., BirthCertificate-John Doe).</i>		
<input type="checkbox"/>	Driver's License; or	<input type="checkbox"/>
<input type="checkbox"/>	Passport; or	<input type="checkbox"/>
<input type="checkbox"/>	Permanent Resident Card; or	<input type="checkbox"/>
<input type="checkbox"/>	Military ID Card	<input type="checkbox"/>
<input type="checkbox"/>	Birth Certificate (for minors)	<input type="checkbox"/>
<b>Section F: Proof of Asset Information (The program may require documentations of additional property owned or assets to verify and determine eligibility).</b>		
<b>Section G: Proof of Income for every adult person (18 years old and above) listed in the household (ALL of the following)</b>		
<i>Important: LABEL each uploaded file by document type and include the applicant/household member's name (e.g., VOE-John Doe).</i>		
<input type="checkbox"/>	<b>Earned Income: (Wages/Salaries)</b> Three (3) most recent consecutive paystubs; and Verification of Employment (VOE)	<input type="checkbox"/>
<input type="checkbox"/>	<b>Unearned Income: (ALL applicable)</b> <i>Social Security/SSI/Disability (IF applicable)</i> - SSA Award/Benefit Letter; and - Most recent Bank Statement showing proof of deposits <i>Child Support/Alimony (IF applicable)</i> - Certification of Child Support Income or Court Order/Decree; and - Bank Statements showing proof of deposits (last 3 months) <i>Unemployment/Worker's Comp (IF applicable)</i> -Award Letter or Statement of Benefits	<input type="checkbox"/>
<input type="checkbox"/>	<b>Self Employment/Business (IF applicable)</b> - GRT/TAx Transcript (24 months/2 years); and <i>Any 1 of the following documents:</i> - Profit Loss Statement (24 months/2 years) - Business or Personal Bank Statements showing regular income deposits (24 months/2 years)	<input type="checkbox"/>
<b>Section H: 1040/Tax Return</b>		
<i>Important: LABEL each uploaded file by document type and include the applicant/household member's name (e.g., TaxReturn-John Doe).</i>		
<input type="checkbox"/>	Most recent IRS Form 1040 (U.S. Individual Income Tax)	<input type="checkbox"/>
<b>Section I(a): Proof of Damages: Documentation that provides visual or official evidence of the structural harm caused to the property, such as: (ALL applicable)</b>		
<i>Important: LABEL each uploaded file by document type and include the applicant/household member's name (e.g., FEMA-John Doe).</i>		
<input type="checkbox"/>	FEMA Individual Assistance Award Letter or Damage Inspection reports	<input type="checkbox"/>
<input type="checkbox"/>	SBA Disaster Home Loan Awards or Damage Assessments	<input type="checkbox"/>
<input type="checkbox"/>	Insurance Claim Adjusters' Summaries	<input type="checkbox"/>
<input type="checkbox"/>	Time-stamped photos of the destruction (Typhoon Mawar May 2023)	<input type="checkbox"/>
<b>Section I(b): Proof of Occupancy: Documentation evidencing that the applicant occupied the home as their primary residence at the time of the storm, and must still own the property or intended to occupy, such as:</b>		
<i>Important: LABEL each uploaded file by document type and include the applicant/household member's name (e.g., Mayors-John Doe).</i>		
<input type="checkbox"/>	Mayor's Verification; and	<input type="checkbox"/>
<input type="checkbox"/>	<i>Any 1 of the following documents:</i>	<input type="checkbox"/>
	- April or May 2023 Utility Bill (power/water/trash)	<input type="checkbox"/>

