

The following items are required to receive Emergency Assistance:

1. Government issued photo ID for ALL the adults in household.
2. Social Security cards for each member of the household including children.
3. Proof of ALL sources of income for all members in applicant's household for the last 30 days.
4. COMPLETE copy of the lease signed by the landlord and renter, and Section 8 letter if you are on housing.
5. Most recent utility bills.
6. Eviction or disconnection notice, if applicable.

If you would like to send us documents ahead of your scheduled appointment, you may do so by fax or email, which are listed below.

Office Location	Email Address	Fax Number
Shreveport	info@ccnla.org	318-865-0230
Monroe	regionalmanager@ccnla.org	318-361-5200
Lake Providence	lakeprovidence@ccnla.org	318-361-5200

If you do not bring the required documentation to your appointment, we will not be able to process your application for assistance. If you miss your appointment and have not called to reschedule before the appointed time, we will not be able to assist you.