



Nebraska Investment Finance Authority (NIFA) File Submission Paperwork Checklist

ANNIVERSARY OF MOVE-IN DOCUMENTATION (MIXED USE PROJECTS)		
Documentation Type	Yes	No
Tenant Income Certification (TIC) (signed by adult household members 18 or older)		
Recertification Questionnaire (completed by adult household members 18 or older)		
Income/Asset Calculation Worksheet		
Employment Status Verification [each adult household members 18 or older, whether employed or not (i.e. Employment Verification, Unemployed Affidavit, Self-Employment Affidavit, Certification of Zero Income)]		
Income Verifications		
Asset Verifications		
Documentation of Student Status (signed by adult household members 18 or older)		
Rental Assistance Documentation, if applicable (Signed and dated within 120 days of the anniversary of move-in date)		
Lease Agreement (or Addendum or Notice of Increase, etc.)		
Violence Against Women Act (VAWA) Lease Addendum (signed by adult household members 18 or older)		