

FEMA COVID-19 FUNERAL ASSISTANCE APPLICATION PRE-CALL CHECKLIST



Before applying for FEMA's Covid-19 funeral assistance program, you will need to gather documentation and information to ensure that the process will go smoothly.

**FEMA'S HOURS OF OPERATION:
MONDAY-FRIDAY 9:00 A.M.-9:00 P.M. EST**

Once you have reviewed the checklist below, you will want to call FEMA's hotline at
844-684-6333/TTY: 800-462-7585

Please keep in mind that FEMA is experiencing a high call volume, you may have to call back if you get a busy signal.

- APPLICANT NAME**
- APPLICANT SOCIAL SECURITY NUMBER**
- APPLICANT DATE OF BIRTH**
- APPLICANT EMAIL (OPTIONAL)**
- APPLICANT'S ADDRESS**
- STREET ADDRESS OF PLACE OF DEATH, INCLUDING ZIP CODE**
- COUNTY OF DEATH/COUNTY OF APPLICANT'S RESIDENCE**
- DECEASED'S NAME, SOCIAL SECURITY NUMBER, AND DATE OF BIRTH (FOR EACH DECEASED INDIVIDUAL, IF APPLICABLE)**
- DATE FUNERAL EXPENSES WERE INCURRED (PLEASE REFER TO YOUR FUNERAL HOME INVOICE/BILL)**
- ALTERNATE SOURCE OF FUNDING RECEIVED (THIS INCLUDES ANY ASSISTANCE FROM PUBLIC OR PRIVATE ORGANIZATIONS, DONATIONS, OR FUNERAL/BURIAL INSURANCE)**
- CO-APPLICANT INFORMATION (UP TO 2 APPLICANTS ARE ALLOWED, PROVIDE NAME, SOCIAL SECURITY NUMBER, AND DATE OF BIRTH)**
- CURRENT GROSS ANNUAL INCOME (THIS IS NOT USED FOR QUALIFICATION PURPOSES. REFER TO YOUR MOST RECENT TAX RETURN TO PROVE AN ESTIMATE)**
- CHOOSE HOW TO RECIEVE FUNDS (CHECK OR DIRECT DEPOSIT)**
- CHOOSE CORRESPONDENCE IN ENGLISH OR SPANISH**
- CHOOSE CORRESPONDENCE VIA EMAIL OR MAIL (GO TO WWW.DISASTERASSISTANCE.GOV IF EMAIL IS CHOSEN TO SETUP ACCOUNT. JPG OR PDF FILES CAN BE UPLOADED DIRECTLY)**

FEMA will offer to provide you with contact information for mental health services should you need them.

DOCUMENTATION NEEDED TO PROCESS APPLICATION:

- DEATH CERTIFICATE STATING DEATH WAS COVID-19 RELATED**
- FUNERAL HOME CONTRACT OR RECEIPT SHOWING PAYMENT AND LIABILITY**
- ANY SOURCES OF ALTERNATIVE FUNDING RECIEVED**

IF YOU DID NOT SETUP AN ACCOUNT AT WWW.DISASTERASSISTANCE.GOV, YOU CAN MAIL OR FAX DOCUMENTS TO:

FEMA
P.O. BOX 10001
HYATTSVILLE, MD 20782
FAX: 855-261-3452, ATTN: FEMA

ALL CORRESPONDENCE MUST INCLUDE THE FOLLOWING:

- FEMA REGISTRATION NUMBER (THIS IDENTIFIES THE SPECIFIC CASE, YOU WILL RECIEVE THIS DURING THE APPLICATION PROCESS)**
- FEMA DISASTER NUMBER (ALSO PROVIDED DURING APPLICATION PROCESS)**
- NAME OF APPLICANT**
- LAST FOUR DIGITS OF YOUR SOCIAL SECURITY NUMBER**

PLEASE NOTE: IF YOU CALL BACK TO CHECK THE STATUS OF YOUR APPLICATION YOU WILL BE ASKED A SERIES OF FOUR IDENTIFYING QUESTIONS. THESE QUESTIONS ARE BASED ON PERSONAL IDENTIFYING INFORMATION OF RECORD, SUCH AS A PREVIOUS ADDRESS.

SHOULD YOU NEED ADDITIONAL ASSISTANCE:

PLEASE CONTACT THARP FUNERAL HOME, 434-237-9424 OR VISIT OUR WEBSITE: WWW.THARPFUNERALHOME.COM