

AFIRM Eligibility Requirements & Verification Documents



Eligibility Requirements	Acceptable Verification Documents
1. Shelby County Resident	Provide <i>one</i> of the following documents with your address to verify residency: <ul style="list-style-type: none"> • Lease agreement • Utility bill • Phone bill • Driver's License
2. Age 18 or up	Provide <i>one</i> of the following documents: <ul style="list-style-type: none"> • Driver's license or ID card issued by a State. • Birth certificate • Valid Passport
3. At least one child support case in the Tennessee child support system <i>(Whether under order or still being established)</i>	Provide <i>one</i> of the following documents: <ul style="list-style-type: none"> • Proof of child support order documentation • Proof of child support payment history
<i>You must have at least one document from each of the three eligibility sections listed above.</i>	
If the following applies to YOU and/or the OTHER PARENT, please provide <i>one</i> of the documents associated.	
Are you employed? <i>(Must be at or below the 185% Federal Poverty Level)</i>	Employed: <ul style="list-style-type: none"> • Check stubs. • Employer statement • W-2 forms • Award letters Unemployed: <ul style="list-style-type: none"> • Unemployment verification letter • Separation letter • Signed and dated third party statement or declaration
Receives or eligible for Medicaid (TennCare)	<ul style="list-style-type: none"> • Approval Letter
Receives or eligible for Families First or Supplemental Nutrition Assistance Program (SNAP).	<ul style="list-style-type: none"> • Approval Letter
Lives in Section 8 housing or low rent public housing.	<ul style="list-style-type: none"> • Section 8 voucher • Housing choice vouchers • Lease agreement
Has a child (children) who receive free or reduced lunch under the National School Lunch Program.	<ul style="list-style-type: none"> • Provide a free or reduced lunch approval letter. • DHS benefit eligibility by child printout

Document Submission Instructions

Documents can be uploaded electronically using QR code or be submitted to AFIRM at your orientation appointment.



AFIRM is a part of a study funded by the Tennessee Department of Human Services which is being conducted to determine how these pilot programs help people improve their economic well-being. During the study, all new eligible applicants will be randomly selected into one of two/three groups that receive a different mix of program services.