PENOBSCOT NATION’S EMERGENCY RENTAL ASSISTANCE PROGRAM

APPEALS PROCESS

All applications for rental or utility assistance under the PN’s ERA Program, will be reviewed by the ERA Program Specialist. If you are denied for the Program, you will be notified in writing. If the applicant does not agree with the ERA Program Specialist’s decision, the applicant may appeal by taking the following steps:

Within ten (10) days of the date of the denial letter, the applicant may appeal by submitting a written document to the PN ERA Program explaining the basis for the appeal. Applicants are encouraged to provide evidence that may assist in the review of the appeal. Documentation and supplementary evidence (if any) may be hand delivered to the PN ERA Program’s office location at the bottom of this document or emailed to RentalAssistance@penobscotnation.org. If an applicant is sending in documentation by U.S. Postal Service, please allow enough days for delivery. PN’s Grants Development and Impact Manager will review the appeal, and if the initial denial is overturned, the applicant will be notified in writing within ten (10) days of the receipt of the appeal.

If the PN’s Grants Development and Impact Manager determines that the applicant’s appeal is denied, it will be sent to the ERA Review Committee for review and a final determination. The applicant will receive a letter within ten (10) days of the final determination.

Penobscot Nation’s ERA Program Offices:
PHYSICAL: 27 Wabanaki Way, Indian Island, ME 04468 (Drop Box Side Entrance)
MAILING: 12 Wabanaki Way, Indian Island, ME 04468