COVID-19 Rental Assistance Grant Program - PHASE II

THIS GRANT IS TO ASSIST EAST ORANGE RESIDENTS WHO ARE NOT RECEIVING RENTAL ASSISTANCE OR SUBSIDY AND WHO ARE FINANCIALLY IMPACTED BY COVID-19 PANDEMIC.

Our nation and the world have been hit with economic hardships and health-related issues caused by the coronavirus pandemic. Mayor Ted Green and City Council in cooperation will administer $1,200,000 in funding for relief as we navigate to our new normal. It is our goal to alleviate some of the burdens COVID-19 has placed on our most vulnerable East Orange residents.

APPLICATIONS WILL BE ACCEPTED ON A FIRST COME FIRST SERVE BASIS

ONLY COMPLETE APPLICATIONS WILL BE REVIEWED FOR APPROVAL AND AWARD

Applications will become available on Monday, December 13, 2021 until funding has been expended

EAST ORANGE COVID-19 RENTAL ASSISTANCE GRANT APPLICATION - The COVID-19 Emergency Rental Assistance Grant Program provides assistance to eligible residents of the City of East who have experienced loss of income, reduction in hours or unemployment as a result of COVID-19 pandemic. To help lessen the outbreak’s economic impact on residents, the program will provide emergency assistance to renters affected by shutdowns, closures, layoffs, reduced work hours, or unpaid leave due to the COVID-19 health crisis. Eligible households will receive assistance of up to $6,000 or payment for up to six months’ rent in arrears in a one-time, lump-sum payment made directly to property owners or management companies that agree to not evict said tenant/household.

Instructions: Before you begin, ensure that you have the following information and documents ready to submit for all family members. This application must be clear and have legible document images and be fully completed at the time of to be considered for approval and award. Applications are only considered complete once all required documents have been submitted. Only completed applications are reviewed for approval and award. Completed applications are processed in the order they are deemed complete.

You are encouraged to carefully review the eligibility requirements in accordance with the instructions outlined below before beginning the online application. Incomplete applications will not be considered. Only upon completion of application requirements and submittal of required documentation will received applications be deemed eligible and considered for award.
East Orange Pandemic Rental Assistance Income Guidelines

The applicable income limits for determining program eligibility are published by the Housing Finance Corporation and are updated annually. The applicant’s gross monthly household income (for the purpose of determining program eligibility) shall be calculated according to the HUD regulations identified in the Code of Federal Regulations at 24 CFR, Part 5. Income includes gross wages, retirement, social security, disability, unemployment and any other resources or benefits received by household members age 18 and older. These guidelines demonstrated below in a graph.

<table>
<thead>
<tr>
<th>FY21 Income Limits</th>
<th>Household Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>80% Area Median Income</td>
<td>$55,950.00</td>
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EAST ORANGE PANDEMIC RENTAL ASSISTANCE PROGRAM REQUIRED DOCUMENTATION

All required documents must be submitted for an application to be considered complete and reviewed for eligibility.

- **Personal ID for the Applicant:** Any unexpired government issued ID, valid student ID, Social valid driver’s license, valid passport, etc. The ID must belong to the person whose name and signature is on the application. If the address on the driver’s license does not match the residential address listed, additional proof of residence is required. For example: utility/phone bill, credit card statement, paystub, bank statement, 1040 tax statement.

- **ID’s for all Household Members:** Any unexpired government issued ID valid student ID, valid driver’s license, valid passport.

- **Documents to Verify Income:** The East Orange Pandemic Rental Assistance Program requires proof of the last four consecutive weeks of income from the date of the application for all contributing household members. This includes paystubs, current unemployment determination letter along with proof of receipt of the past 30 days of unemployment benefit, Social Security statement or award letter for the current year, rental income, pension statement, alimony, child support, current bank statements showing identified direct deposits with name and address. If there are weeks entered with zero income, an explanation is required. Zero Income Affirmation is to be completed, signed, and dated by the applicant when there are adult household members without income. Please note that applications submitted without proof of income for the four consecutive weeks prior to application will be rejected.

  - Unemployment: Current unemployment determination letter along with proof of receipt of last 30 days of unemployment benefit.
  - If paystubs cannot be produced: A letter signed and dated by the applicant’s employer verifying paid in cash and the total gross monthly income must be submitted. All employment letters will be verified.
  - Rental Income: If the client is a landlord, the current lease and a recent rental receipt within 30 days of application date.
  - Social Security Income: Award letter for the current year.
  - Pension Income: Copy of most recent check or letter verifying lifetime receipt of benefits.
• Alimony and /or Child Support: Proof of Alimony and/or Child Support and payment frequency must be supplied.

○ Applicants and/or Members of the Household with No Income:
  • Must sign a “Zero Income Affirmation” Form

○ Proof of Residence/Ownership: Copy of lease or rental agreement.

○ Copy of Notice of Eviction and Notice of Intention to Evict: If any of these have been issued, please provide a copy with your application.

○ Information Release Form: Signed and dated tenant information release form to be provided to the applicant’s landlord.

○ East Orange Pandemic Rental Assistance Program Consent Form (if applicable): Signed and dated consent form acknowledging the East Orange Pandemic Rental Assistance Program application submission and program parameters.

○ Completed Signed and Dated Application: The applicant’s signature and date must be on the application.

○ Agreement Not to Evict: Agreement signed by landlord agreeing to accept payment in arrears and not to evict tenant providing said arrears are paid by the East Orange Pandemic Rental Assistance Program.