



# CITY OF MONROE

## RENTAL ASSISTANCE PROGRAM FAQ

*All applications will be handled on a first come-first served basis.*

### What are the eligibility requirements?

- The tenant **MUST** have low or moderate-income (< 30-80% Area Median Income)
- The tenant **MUST** live in City limits of Monroe
  - [Check Address Here](#)
- The tenant **MUST** have experienced a loss of income due to COVID-19
- The tenant **MUST** have a delinquency notice from their landlord
- The tenant **MUST** have Proof of Hardship (ex: loss of income, unexpected medical bills, job loss, etc.)
- The tenant **MUST** be 18 years or older

### What help is available for homeowners impacted by COVID-19?

- The tenant may be eligible to receive assistance with rent and utility payments.
- Assistance cannot exceed three (3) months.
- Tenants unable to make their rental payments resulting from the impact of COVID-19 (regardless of whether they have contracted the virus) may be eligible for rental assistance grants to pay their rental payments for up to 3 months.

### What is the Rental Assistance Program?

- The Rental Assistance Program aids with rental and utility payments to help families in-crisis who have been affected by COVID-19 due to job loss or reduction in income.
- Assistance includes help for low-income families who qualify and meet income guidelines established by the Department of Housing and Urban Development with rental assistance and utilities to prevent and avoid evictions and homelessness.

### How do I apply?

- **Application Period:** August 29<sup>th</sup>- September 5<sup>th</sup> at 4PM
- **Step 1:** You must complete the Preliminary Application first: [Rental Assistance Pre-Application](#)
- **Step 2:** Upon review of your Preliminary Application, if deemed eligible to apply, you will be sent a link to complete the Full Application for Rental Assistance

### How do I determine my income eligibility?

- To determine if you meet the initial eligibility criteria, please estimate your household income and determine where your income fits in the chart below.
- You will be required to upload supporting documentation to prove income eligibility.



# CITY OF MONROE

## RENTAL ASSISTANCE PROGRAM FAQ

*All applications will be handled on a first come-first served basis.*

CDBG & HOME MAXIMUM INCOME LIMITS			
SECTION 8 FY 2020 INCOME LIMITS (Effective July 1, 2020)			
Number in Household	Extremely Low-Income	Very Low-Income	Low-Income
	30%	50%	80%
1 Person	\$ 11,600.00	\$ 19,350.00	\$ 30,950.00
2 Persons	\$ 13,250.00	\$ 22,100.00	\$ 35,350.00
3 Persons	\$ 14,900.00	\$ 24,850.00	\$ 39,750.00
4 Persons	\$ 16,550.00	\$ 27,600.00	\$ 44,150.00
5 Persons	\$ 17,900.00	\$ 29,850.00	\$ 47,700.00
6 Persons	\$ 19,200.00	\$ 30,050.00	\$ 51,250.00
7 Persons	\$ 20,550.00	\$ 34,250.00	\$ 54,750.00
8 Persons	\$ 21,850.00	\$ 36,450.00	\$ 58,300.00

### Household Income Information

- Household includes **ALL** persons living at your home, including yourself
- Household income estimate is the combined total for **ALL** working adult members of the household

### What documents will I need to submit to along with my application?

- Copy of Louisiana Driver’s License or Louisiana picture identification for each adult member (18 years and older) of the household
  - Out of State Driver’s license, old ID’S are not acceptable
- Copy of Income (everyone over 18 years old, six (6) Check Stubs/Award Letter
- Copy of Social Security cards for **ALL** household members
- Copy of current Renter’s Insurance Policy (If Applicable)
- Copy of Lease Agreement
- Copy of Proof of Hardship (job loss, loss of hours, loss of income, increase in expenses, etc.)
- Copy of Most Recent Utility bills
- Copy of ALL HOUSEHOLD MEMBERS, (January-October) Bank Statements (Checking, Savings, Money Market, Employer Cards, Reloadable Cards, etc.)
- Copy of other Reoccurring Debt Obligations (Loans, Credit Cards, Etc.)
- Copy of proof of Future Income (increase in hours, additional income, etc.)
- Written letter of delinquency from landlord.
- Any Delinquency or Cut-Off notices received from Utilities Provider (If Applicable)
- Self-Certifying Income Document



# CITY OF MONROE

## RENTAL ASSISTANCE PROGRAM FAQ

*All applications will be handled on a first come-first served basis.*

### **Why must I agree to share financial information, and what does the review process consist of?**

- Federal Regulations require that applicants provide income documentation and proof of loss of income due to COVID-19
- This documentation will be reviewed for accuracy to determine your eligibility for Rental Assistance.
- Follow up questions may be asked to better understand your situation

### **What happens at the end of the Rental Assistance Programs?**

- At the end of the Rental Assistance Program, tenants are required to contact their landlord and pay monthly payments as determined in the lease agreement

### **Can I receive Rental Assistance if I have received assistance from another organization?**

- Applicants that have received rental assistance from any agency funded through state/federal funding will be eligible for Rental Assistance on a Case by Case basis

### **What if my lease is not delinquent, and I was not affected by COVID-19, can I still get assistance?**

- No, you must have a delinquency notice from your landlord or be able to provide proof of hardship that requires Rental Assistance

### **Are there any other requirements to obtain assistance?**

- Inspection of your dwelling by PUD Staff will be required. If your property does not meet code and your landlord does not commit to bringing the property up to code, assistance will not be granted

### **How will I receive the money to pay my rent through the Program?**

- All Payments from the Rental Assistance Program will be made straight to your landlord. You **WILL NOT** receive any direct cash payments from this program

### **Where does the funding for the Rental Assistance Program come from?**

- The program is funded through the City of Monroe's Community Development Block Grant Program CARES ACT, which is a Federal Entitlement Program administered through the U.S. Department of Housing and Urban Development

### **In what instances can I be deemed Ineligible for Rental Assistance?**

- Incomplete Application
- Residence located Outside City Limits of Monroe
- Failure to respond to City Staff calls/emails



# CITY OF MONROE

## RENTAL ASSISTANCE PROGRAM FAQ

*All applications will be handled on a first come-first served basis.*

- Failure to show Financial Need
- Failure to provide Required Documentation