APPLYING FOR THE EMERGENCY RENTAL ASSISTANCE (ERA) PROGRAM
Today’s Agenda

IS YOUR TENANT STRUGGLING TO PAY RENT DUE TO COVID-19?
Emergency Rental Assistance may be available if your tenant is eligible.

LANDLORD INFORMATION SESSION THURSDAY APRIL 29, 2021

Two sessions to choose from:

12:00 P.M.
JOIN VIA ZOOM:
http://bit.ly/landlordorientationApr12pm
Meeting ID: 418 780 1000
Passcode: 4703csd

5:30 P.M.
JOIN VIA ZOOM:
http://bit.ly/landlordorientationApr530pm
Meeting ID: 870 2405 0842
Passcode: 4703csd

For more information, email CSD.Career@pdac.org or call (561) 355-4702.

REGISTER NOW https://landlordorientationapril.eventbrite.com
ELIGIBILITY GUIDELINES

TO QUALIFY FOR ASSISTANCE, INDIVIDUAL(S) MUST:

1) Be a PBC resident renting in a residential dwelling, and;
2) Household income is at or below 80% AMI (emphasis on 30% and below), and;
3) Qualified for unemployment, or;
4) Experienced a reduction in income directly or indirectly from COVID-19, or;
5) Can demonstrate a risk of experiencing homelessness or housing instability.
## Area Median Income (80% and Below)

<table>
<thead>
<tr>
<th>Household/Family Size</th>
<th>30%</th>
<th>50%</th>
<th>80%</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>$18,450</td>
<td>$30,750</td>
<td>$49,200</td>
</tr>
<tr>
<td>2</td>
<td>$21,100</td>
<td>$35,150</td>
<td>$56,200</td>
</tr>
<tr>
<td>3</td>
<td>$23,750</td>
<td>$39,550</td>
<td>$63,250</td>
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<tr>
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<td>$26,350</td>
<td>$43,900</td>
<td>$70,250</td>
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<tr>
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<td>$30,680</td>
<td>$47,450</td>
<td>$75,900</td>
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<tr>
<td>6</td>
<td>$35,160</td>
<td>$50,950</td>
<td>$81,500</td>
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<td>$39,640</td>
<td>$54,450</td>
<td>$87,150</td>
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<td>$44,120</td>
<td>$57,950</td>
<td>$92,750</td>
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<tr>
<td>9</td>
<td>$48,600</td>
<td>$61,500</td>
<td>$98,350</td>
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<tr>
<td>10</td>
<td>$53,080</td>
<td>$65,000</td>
<td>$104,000</td>
</tr>
</tbody>
</table>
Individual(s) have indirectly lost income or incurred significant cost due to COVID-19 if:

a) An individual who supported the household financially is now unable to pay due to a loss of job or income as a result of COVID-19
b) An individual incurred cost by caring for someone who had COVID-19
c) An individual experienced an increased childcare cost due to COVID-19
d) An individual experienced an increase in utility cost due to COVID-19
e) An individual experienced an increase in medical cost due to COVID-19
What documentation is needed to prove a household is at risk of experiencing homelessness or housing instability?

1. A past due utility or rent notice or eviction notice, or
2. Unsafe or unhealthy living conditions, or
3. Any other evidence of risk, as determined by the grantee.
BENEFIT PARAMETERS
WHERE APPLICABLE, HOUSEHOLDS MAY:

1) Receive help with rent and utilities only
2) Receive up to 12 months back rent
3) Receive up to 3 months forward rent (must pay arrears first)
   • Must provide documents to show the issue still exists every 3 months
PRIORITY HOUSEHOLDS

PRIORITY WILL BE GIVEN TO:

• Households at or below 30% of AMI
• Households with an eviction notice
• Individuals who have been unemployed for more than 90 days
DOCUMENTATION REQUIRED

Evidence of COVID-19 direct or indirect impact

Evidence of risk of homelessness or housing instability

Evidence of Income Eligibility:

- Wage statement, unemployment compensation statement or a copy of Form 1040 as filed with the IRS for the household
- Income from the past two months prior to the submission of the application (paystubs, tax returns, unemployment income, etc.)
- Determination letter after January 1, 2020 from a local, state, or federal government assistance program

For Rental Assistance:

- Current lease agreement and balance statement signed by the landlord

For Utility Assistance:

- Copy of past due utility bill or disconnection notice

Valid government issued ID

SS Card for the Applicant
FOR MORE INFORMATION
CALL
(561) 355-4792
OR EMAIL US AT
CSDCARES@PBCGOV.ORG
Website
www.RentalAssistancePBC.org
Join our SMART Landlord Program:
Register as a County Vendor
From the County website at www.discover.pbcgov.org
Select Online Services
From the Online Services
Select Register as a PBC vendor or activate an existing account
There is a link to register and a Vendor's Guide to Doing Business

http://discover.pbcgov.org/purchasing/Pages/Vendor-Registration.aspx
Register for an account or Sign in if you are already registered
Read and review the Memorandum of Agreement and accept the terms.
Gather all of the documents you need before starting registration
You can search for an existing account before getting started
If Results Not Found, continue to New Registration
Complete user information
Create a user id, password, and Security question
Verify your email address by going to your email account and clicking on the link sent by VSS
Thank You!

A verification email was sent to you. Please print page for your records.

1. Open the email
2. Click the link provided in the email

Cannot click the link in the email?

1. Copy the link from the email
2. Paste it into your browser

Have not received a Verification Email?

1. Login to VSS as an Activated User using your User ID and Password
2. Correct your email address and click Next
3. Click Next again to verify your email address

Close Browser
The link will bring you back to VSS to login
Select Taxpayer Identification Number type and Classification

Will you be doing business with Palm Beach County as an individual, sole proprietor, or corporation?
Complete business information
Complete 1099 information and legal address
Complete the information about your organization
Answer address questions
Complete address and contact information. Enter a billing address if necessary.
Upload a W-9 Tax Identification Form and choose a Commodity Code

To upload, select "ADD". For commodity codes, select “ADD”.

Landlords and property managers should use Commodity Code 97164 “Residential Space Rental or Lease”
Choose the file type and Attach File
Document will show based on the file name. Almost done!
Before you submit the registration, you will have an opportunity to check your information and make any changes.

If you have any issues, please call Community Services Department at 561-355-4792.

Once you submit, you will review the VSS disclaimer and print a copy of your proof of registration with your Vendor Code.
You will receive an email verifying your registration submission.
Legal Aid Society of Palm Beach County
Rapid Response Eviction Assistance Program (RREAP)
Community Services Landlord Information Session: April 29, 2021
The CDC’s Eviction Moratorium:

- Extended until June 30, 2021
  - Applies to cases involving non-payment of rent.

- Tenants **must** sign and deliver to their landlord a CDC Declaration.
  - Actual Declaration Form is not required if all information is included.
  - Can use a form translated into other languages.

- Obligation to pay rent is not excused or waived.
LASPBC Rapid Response Eviction Assistance

- Provides free legal assistance and representation in landlord tenant matters to eligible tenants who have been impacted by COVID-19 in Palm Beach County.
  - Referrals for rental assistance
  - Pre-suit negotiations between landlords and tenants
  - Assistance in negotiating repayment plans
  - Preparation of responses to an eviction lawsuit
  - Legal advice regarding the eviction process
  - Case Management Conference Mediations
RREAP III: Undocumented Tenants

- Provides eviction prevention assistance for non U.S. Citizens/ non-permanent residents.

- Funds available to help undocumented tenants who are in danger of eviction.

- Past due amounts and one month of rent going forward up to $5,000.
Three ways for tenants to apply:

- Apply Online: [www.legalaidpbc.org/eviction](http://www.legalaidpbc.org/eviction)
- Call hotline: (561)655-8944 Ext. 328
- Email us: [Covid19Response@legalaidpbc.org](mailto:Covid19Response@legalaidpbc.org)