

# McLennan County Emergency Rental Assistance

The McLennan County Rental Assistance Program (MCERA) aids with rent payments to help families-in-crisis who have been affected by reduction in income, incurred significant costs, other financial hardship due, directly or indirectly, to COVID-19. To avoid an eviction, the MCERA program will assist families with rental assistance limited to 12 months. Assistance includes help for families who qualify and meet income guidelines established by the U. S. Department of the Treasury with rental and utility assistance to prevent and avoid evictions and homelessness.

## Program Assistance:

- Financial assistance to eligible households, including the payment of
  - Rent;
  - Rental arrears;
  - Utilities and home energy cost;
  - Utilities and home energy costs arrears; and
- Full payment of arrears as March 13, 2020 are allowed and limited up to 12 months payable to landlord and/or utility companies (excluding telephone, and cable).
- Prospective payments are limited to three months at a time not to exceed 12 months payable to landlord and/or utility companies (excluding telephone, and cable). You must reapply every three months for additional assistance.
- Utility assistance includes electricity, gas, water and sewer.
- Internet services provided to the rental unit.

## Prioritization of Assistance:

Applications will be reviewed for financial assistance and housing stability services to eligible households and will be prioritized for consideration if eligible applicant satisfies the following conditions:

- The income of the household does not exceed 50 percent of the area median income for the household.
- 1 or more individuals within the household are unemployed as of the date of the application for assistance and have not been employed for the 90-day period proceeding such date.
- Place of employment closed and/or applicant inability to reach their place of employment due to public health order imposed by the City, County or State as a result of the COVID-19 public health emergency.

## Program Client Eligibility:

“Eligible household” means a household of 1 or more individuals who are obligated to pay rent on a residential dwelling. Household must reside in McLennan County and demonstrate a financial need through the following:

- Documentation of financial hardship (ex: unemployment, written statement explaining reduction in income, incurred significant costs, other financial hardship due, directly or indirectly, to COVID-19.);
- Demonstrate risk of experiencing homelessness or housing instability and;
- The program qualifies your income at the time of the application and provide required documents such as: identification, proof of income, documentation of need, etc.

## Distribution of Finance Assistance:

At least three attempts must be made by phone or email over a 10 calendar-day period to request the landlord or utility provider’s participation. All efforts must be documented. Payment will then be made directly to the eligible household to pay the landlord or utility provider if there is no response. The head of household shall

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within thirty (30) days provide a receipt of payment to the landlord or utility provider. A household that fails to provide said receipt shall repay the amount of the grant in full to the County under the terms of the program agreement.

FY 20 HUD Income Limits			
Family Composition	Extremely Low Income (30%)	Very Low Income (50%)	Low Income (80%)
1	13,800	23,000	36,800
2	17,240	26,300	42,050
3	21,720	29,600	47,300
4	26,200	32,850	52,550
5	30,680	35,500	56,800
6	35,160	38,150	61,000
7	39,640	40,750	65,200
8	43,400*	43,400	69,400

## Documentation Required

Type of Documents	Accepted Documents
<b>Proof of Identification</b> <i>For head of household</i>	<ul style="list-style-type: none"> <li>• Driver's License</li> <li>• Passport</li> <li>• State ID</li> <li>• Permanent Resident Card</li> <li>• Employment Authorization Card (Form I-766)</li> <li>• Consular Identification Card</li> <li>• Any other government issued photo identification</li> <li>• Social Security Card</li> </ul>
<b>Proof of Residence</b>	<ul style="list-style-type: none"> <li>• Current utility bill</li> <li>• Lease</li> </ul>
<b>Proof of Income</b> <i>For all household members</i>	<ul style="list-style-type: none"> <li>• Check Stubs from the last 60 days</li> <li>• Income Tax Return</li> <li>• Social Security/SSI benefit letter</li> <li>• Unemployment statement</li> <li>• Alimony</li> <li>• Retirement/ pension statements</li> <li>• Self-Employment</li> </ul>
<b>Proof of Hardship</b>	<ul style="list-style-type: none"> <li>• Unemployment approval</li> <li>• Layoff notice</li> <li>• Furlough notice</li> <li>• Letter from employer</li> <li>• Eviction notice</li> <li>• Written statement explaining reduction in income, incurred significant costs, other financial hardship due, directly or indirectly, to COVID-19.</li> </ul>