

Program Overview:

The COVID-19 Rental Assistance program provides one-time cash assistance to low-income households residing in Solano County who have lost their jobs or had their wages reduced due to COVID-19. The goal of this program is to help prevent the eviction of over 800 households due to COVID-19 while reducing the risk of families/individuals from becoming homeless. Further, this program will provide informational resources to applicants and landlords/property owners of services available. The program targets to:

- Provide rental assistance that is paid directly to the landlord, on behalf of eligible renter households.
- To support low-income communities in each city across Solano County.
- Support paying for unpaid rent (excluding late fees) as retroactive as from the month of March 2020.
- Educate Tenants and Landlords/Property Owners on the current Eviction Moratoriums and provide tools to help support an agreement to a repayment plan of any outstanding rent due to COVID-19.
- Provide other educational resources such as:
 - Employment opportunities
 - Public Health Guidelines & Resources
 - Food Bank/Food Pantry Resources as well as CalFresh

Program Qualification:

Applicants would apply online, over the phone, or in person by completing an intake form. To qualify for the program, households must:

- a. Have a head of household over 18 years of age.
- b. Have been a Solano County resident as of January 1, 2020.
- c. Have an income at or below 100% Federal Poverty Guidelines (or 125% Federal Poverty Guidelines if receiving CalFRESH).
- d. Demonstrate financial hardship or loss of income due to COVID-19
 - Requires documentary evidence, including a letter from most recent employer, bank statements, and bills in arrears to show inability to pay basic needs.
 - Verification of Income will be required (i.e. pay stubs, EDD denial letter, etc.)

Program Process:

In order to apply, applicants will view a short video or read a flyer of the program prior to filling out an application. The video will be made available online and can be accessed through any computer, at Catholic Charities directly, or through community providers across the County that may be providing services to eligible households at their locations. The video and flyer will encompass the same information, informing the Applicant of next steps including what documents will be required to prove that a COVID-19 eligible need exists. Applicants will provide contact information, demographic information, how they heard about the program, and they will certify under penalty of perjury that the information provided is correct. The application will then be filled out, whether online or in person, and will be made available in English, Spanish, and Tagalog.

**Solano County – CARES Act Expenditure Plan
Rental Assistance Program Overview
August 25, 2020**

Attachment B

Applicants who qualify will be sorted using a priority/vulnerability assessment to determine the highest needs households. This process will utilize a rubric to understand who is most at risk financially. Eligible households will then be contacted in that order of eligibility to start collecting any necessary documents. Once all information is verified, the Landlord is asked to complete a “Landlord Verification Form” and IRS Form W-9 in order to receive the rent payment directly from Catholic Charities. Once all steps have been completed, the landlord would receive the rental payment between 5-10 business days.

Program Calendar:

- Program Set-up/Logistics: September 1 – 7, 2020
- Outreach & Training of Community Partners: September 7-18, 2020
- Applications would open September 21, 2020.
- General Application period would close October 12, 2020 at 5pm.
- All supporting documents would be due no later than October 23, 2020.
- Review Period & Payment Processing would end November 6, 2020
- Financial Review: November 6, 2020
- Tentative Round 2: *only if funding is available after October 30, 2020.*

Program Recommendation and Budget: \$4 million:

- **Direct Client Assistance:** The total assistance provided to a household/individual will depend on the monthly rent amount and the total months of assistance that is needed. Catholic Charities would implement with a cap of no more than \$4,000 of one-time assistance per household.
 - **\$3,340,000** for direct assistance
 - Maximum payout per household could be:
 - **\$4,000** which would serve no less than 835 households
- **Administrative and Operations Costs:**
 - **\$660,000** would cover monthly salary and benefits for 11 total personnel, stipends for 32 volunteers, program operations costs, and indirect costs.