



City of San Leandro Covid-19
Emergency Rental Assistance Program Guidelines

Eligibility:

To qualify for a grant, applicants must meet the minimum eligibility criteria below. Submitting an application does not guarantee financial assistance. Application approval requires that each program requirement be met and verifiable supporting documentation provided.

- Resident of incorporated City of San Leandro at risk of displacement since March 16, 2020 as a result of the covid-19 pandemic.
- Experienced a documented hardship resulting from Covid-19, including but not limited to one of the following: loss of or reduction in employment or wages, increased medical or childcare costs, or loss of childcare.
- Must have a current residential lease agreement or other proof of tenancy.
- Must not have received assistance from another rental assistance program for the same month(s).
- Must not be an immediate relative, through blood or marriage (i.e. child, parent, sibling, grandparent, aunt, uncle, etc.) of the owner.
- Total household income cannot exceed 80% of the Area Median Income (AMI)

Low-income (80%) limits:

HH Size	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 person
Max HH Income	\$73,100	\$83,550	\$94,000	\$104,400	\$112,800	\$121,150	\$129,500
Monthly Max	\$6,092	\$6,963	\$7,833	\$8,700	\$9,400	\$10,096	\$10,792

Required Documentation:

Tenant:

- Completed Application.
- Government issued photo ID.
- Current residential lease agreement or proof of tenancy.
- Documentation of substantial decrease of household income, including but not limited to a termination notice, payroll check or pay stubs, bank statements, medical bills, unemployment award letter, signed letter from employer explaining tenant'(s) changed financial circumstances or self-certification of tenant's inability to pay the next month's rent.

- Signed affidavit affirming that tenant is not receiving rent assistance from any other sources (rental assistance programs, sub-lessees, roommates, etc.).

Landlord:

- Copy of a current City of San Leandro business license or proof of application for said license.
- Signed and completed W-9.
- Signed affidavit affirming that the landlord has not and will not receive payment for the same month(s) rent due for the same tenant from any other rental or mortgage assistance program.

Grant:

Approved households can receive up to 6 months of rent assistance as calculated below:

Financial assistance will be provided in an amount that is the lesser of

- Tenant’s actual rent;
- Tenant’s share of the contract rent; or
- Maximum affordable rent for the unit size, based on need. See table below for the maximum affordable rent by household size.

	Studio	1 Bedroom	2 Bedroom	3 Bedroom
Max Monthly Rent	\$2,086.25	\$2,383.75	\$2,682.50	\$2,980.00
Max for 6 months	\$12,517.50	\$14,302.50	\$16,095.00	\$17,880.00

Utility payments that are past due may also be covered by ERAP program grants. Requests for payment of past due utilities must be accompanied with a current utility statement that demonstrates a past due amount.

Rental Differential Negotiation: If the tenant’s rental rate exceeds the maximum affordable rent for the applicable unit size, then the following options must be completed and documented:

- Landlord must demonstrate to the City that the contract rental amount is necessary to pay all costs associated with renting the property; and
- Landlord and tenant must come to an agreement on how much of the rental differential the landlord will discount or the tenant will pay prior to the City disbursing funds.
- Grant funds will be disbursed directly to the Landlord