**Seattle Emergency Rental Assistance Program 2021-2022**

**What is the Seattle Emergency Rental Assistance Program?**

The City of Seattle has provided Byrd Barr Place with funds meant to assist households that have fallen behind on rent during the COVID-19 Pandemic. The Seattle Emergency Rental Assistance Program (SERAP) will provide eligible households with a grant that covers up to 15 months of unpaid rent accrued between March 2020 and the time of application. For those who do not exhaust the 15 months with backpay, there will be potential for SERAP funds to apply to future rent charges.

**What Are the Program Application Requirements?**

*If you live in a building that is owned/operated by the following organizations, please contact your landlord for assistance. SERAP funds will be available to you through your landlord, not Byrd Barr Place:*

* *Artspace, Bellwether, CADA, Catholic Housing Services, Community Roots Housing, Community House Mental Health, Compass Housing Alliance, Critical Ventures-Rivoli, DNDA, El Centro de la Raza, GD Association, Historic Seattle, Inland, Interim CDA, LIHI, Mercy Housing, Mt. Baker, Mt. Zion, Pike Place Market PDA, SCIDpda, Sea Mar, SEED, SHA, Solid Ground, Urban League Colman School, VBS Madison LP-The Madison Apartments, Wa Sang Foundation-Rex, YWCA, Plymouth Housing*

For all other renters, eligibility is determined by the following criteria:

1. You reside within Seattle City Limits
2. Someone within your household has qualified for unemployment benefits **or** experienced a reduction in household income or experienced other financial hardship due (directly or indirectly) to the COVID-19 outbreak; ***and***
3. Someone within your household can demonstrate a risk of experiencing homelessness or housing instability (i.e., "past due rent"); ***and***
4. Your household has a **household** income at or below 80% of Area Median Income (AMI).  Please reference the image below and compare your typical annual **household** *income* to the number listed for your ***household size.***

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **80% of Area Median Income by Household Size** | | | | | | | |
|  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 2020 | $63,450 | $72,510 | $81,580 | $90,640 | $97,890 | $105,140 | $112,390 | $119,640 |
| 2021 | $64,790 | $74,050 | $83,300 | $92,560 | $99,960 | $107,370 | $114,770 | $122,180 |

The median income for the Seattle-Bellevue HUD Metro Area for a four-person household was $113,300 in 2020 and is $115,700 for 2021.  Income eligibility for the Seattle Emergency Rental Assistance Program can be based on your 2020 income using 2020 limits or your projected 2021 income using 2021 limits.

*\*Beyond these criteria, all Seattle area renters are eligible for SERAP, regardless of citizenship status.*

**How Do I Apply?**

There are two ways to apply for SERAP assistance through Byrd Barr Place:

* You can apply online using this link <https://www.tfaforms.com/4916178> ***or***
* You can fill out paper forms and submit them by mail to 722 18th Ave Seattle, WA 98122 or turn them in at our temporary food bank (420 E Pike St.)
* If you would prefer this option, please contact Byrd Barr Place by phone at (206)-812-4940, by email at [daniel@byrdbarr.place](mailto:daniel@byrdbarr.place) or come by the temporary food bank.

**What Documents Do I Include in My Application?**

The SERAP program requires that you provide income documentation and proof of residence in a rental property.

* Income documentation for all members of the household who are 18+
* You can either provide documents that reflect your income for all of 2020 (tax statements, W-2s, etc.) ***or*** you can provide documents that reflect your income in the month prior to the date of application (pay stubs, unemployment statements, etc.)
* If you do not have access to income documents, a self-certification of income can be provided instead (provided in the online application or in paper form by request).
* Proof of Residence in a rental property
* You can provide a lease or rental ledger with your name, address and dates included ***or***
* If proof of residence is unavailable, you can self-certify that you live in a rental property (provided in the online application or in paper form by request).

**What Will the Application Process Look Like?**

1. You will submit your application online or in hard copy (making sure to include **all** the required uploads/documents)
2. Your application will be entered into a queue for processing.
3. If we require more information, a client advocate will reach out to you directly.
4. If your application is complete, we will contact your landlord for payment details.
5. When we hear back from your landlord, we will submit the application to the City of Seattle, who will then give us the go ahead to award your grant.

**How Will the Grant Be Awarded?**

The grant will be paid directly to your landlord. However, if your landlord is unresponsive or refuses payment, the grant can be sent directly to you.

**How Much Will My Grant Be?**

SERAP offers assistance for up to 15 months of rent. While there is no limit on dollar amount that can be awarded, we can only help with rent that has been accrued beginning March 2020.

If the 15 months has not yet been exhausted, you may be eligible for payment of future rent in 3-month increments.

**What Are My Rights as a Renter During This Process?**

Your landlord cannot begin eviction proceedings for non-payment of past due rent unless you have been given a chance to access rental assistance. You should notify your landlord that you have applied for SERAP and are in the rental assistance process.

For rent due between August 1st 2021 and September 30th 2021, your landlord cannot evict you if you have demonstrably taken action to pay rent. You should contact your landlord to set up a reasonable payment plan and let them know that you are in the process of accessing rental assistance.

**Seattle Emergency Rental Assistance Program**

**Affidavit of COVID-19 Impacts**

I, **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**, certify that my household’s income has been adversely impacted by the effects of COVID-19 and am unable to pay my rent, putting my household’s housing at risk. I understand that by providing any inaccurate or fraudulent information, my Emergency Rental Assistance grant may be revoked.

Please check all that apply:

Reduction of household income

One or more individuals within the household has qualified for unemployment benefits

Increased cost of childcare

Increased cost of household expenses

Experienced other financial hardship

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Certification**

I/we certify that the information provided above is correct and complete.

I/we certify that the household income information that has been provided to the City of Seattle on my behalf is correct and complete.

I/we certify to use the Seattle Emergency Rental Assistance Program funds for their intended purpose.

By my signature below, I consent to the release of any records necessary for the determination of eligibility under the Seattle Emergency Rental Assistance Program.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Signature of Head of Household | Print Name | Date |
|  |  |  |
| Signature of Head of Household | Print Name | Date |
|  |  |  |
| Building Name | Unit # |  |

**Seattle Emergency Rental Assistance Program**

**Income Attestation Form**

I, **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,** attest to the Seattle Office of Housing that (complete one):

* The 2020 combined **annual** income for the wage earner(s) listed above is $ **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

OR

* The combined **monthly** income for the wage earner(s) listed above at the time of application for the Emergency Rental Assistance Program is $ **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

I/we cannot submit other documentation of income because (please check all that apply):

Disruptions related to the COVID-19 pandemic (e.g. place of employment closed)

I/we do not have access to documentation

I/we have only cash income

I/we have no qualifying income

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Certification**

By my signature below, I consent to the release of any records necessary for the determination of eligibility under the Seattle Emergency Rental Assistance Program.

I/we certify that the information provided above is correct and complete.

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
| Signature(s) of Wage Earner(s) | Print Name | Date |

**Seattle Emergency Rental Assistance Program**

**Rent Attestation Form**

I, **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,** attest to the Seattle Office of Housing that:

* The monthly rent for the household listed above at the time of application for the Emergency Rental Assistance Program is $ **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

I/we cannot submit other documentation of rent because (please check all that apply):

Disruptions related to the COVID-19 pandemic

I/we do not have access to documentation (e.g. pay with cash, lost documents, etc.)

I/we have an informal rent agreement (e.g. verbal, work for rent trade, etc.)

I/we have been unable to make contact with the landlord for documentation

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Certification**

By my signature below, I consent to the release of any records necessary for the determination of eligibility under the Seattle Emergency Rental Assistance Program.

I/we certify that the information provided above is correct and complete.

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
| Signature(s) of Head(s) of Household | Print Name | Date |