

Keep Fremont Housed Rental Assistance Program

Frequently Asked Questions

This document was developed by the City of Fremont Human Services Department. Updated March 17, 2021.

Keep Fremont Housed Overview

What is the Keep Fremont Housed Program?

The Keep Fremont Housed Program helps eligible Fremont households with incomes at or below 80% of area median income who have been financially impacted by the COVID-19 pandemic. The program provides payment assistance for renters who need help with rent and utilities. This program is made possible by the Federal Emergency Rental Assistance program of the U.S. Department of the Treasury.

General Program Guidelines

Are there Priority Guidelines?

Applications will be reviewed when all documentation has been provided. Applications will then be given priority if they demonstrate:

- Applicant has a level of household income at 50% AMI or lower;
- Eligible households include an individual who has been unemployed for the 90 days prior to application submittal;
- Applicant is rent burdened (rent is over 50% of household income);
- Households is economically unstable with without assistance could become homeless

How much rental assistance can I qualify for?

Applicants are eligible for rental and utility assistance beginning March 13, 2020, the date of the federal COVID-19 emergency declaration. For rental assistance, the Keep Fremont Housed program can pay both rental arrears and prospective rent directly to the landlord not to exceed a 12-month period. Assistance for prospective rent will be considered for applicants meeting the program's priority guidelines and is not guaranteed.

If I live with a roommate, can we both apply?

Only one application per residence/household will be permitted.

Can I qualify for emergency rental assistance if I am receiving another form of rental subsidy, such as Section 8, rapid rehousing assistance, or rental assistance from non-profit agencies?

Households currently receiving rental subsidies such as Section 8, rapid rehousing assistance, or rental assistance from non-profit agencies may apply. Keep Fremont Housed is eligible to only

pay for the unpaid, unsubsidized portion of the rent. All applicants must certify that the Keep Fremont Housed assistance requested does not duplicate any other assistance, including federal, state, or local assistance provided for the same costs. Non-Duplication of assistance is subject to City verification.

Do I need to have my landlord’s contact information when I apply?

Yes, you should have your landlord’s name and phone number or email address at the application stage.

If I am chosen to receive rental and/or utility assistance, am I obligated to pay it back?

No. the rental relief is a grant provided by the Federal Government to reduce consumer debt owed to landlords for rent.

If I am a tenant with commercial rent, will I qualify?

The program only assists eligible applicants with residential rental assistance not commercial rent.

If I am a mobile homeowner with space rent, can I apply for the program?

Yes, the program will assist eligible mobile homeowners with space rent.

Are landlords able to apply on behalf of the tenant?

No, but landlords are strongly encouraged to notify their tenant(s) that this program is available and urge tenants to apply. Landlords are also encouraged to support the application process of their tenants by providing documentation and access for scanning or uploading documents as needed. The City has produced information about the program in five languages (English, Spanish, Chinese, Farsi and Punjabi) which may be found at <https://fremont.gov/keepfremonthoused>. If you are a landlord please forward this information to your tenants, as appropriate. The City is interested in providing priority processing to tenants who reside in units operated by Affordable Housing Developers and also to tenants in units owned by small landlords which have 5 or fewer units.

If I have already been approved for emergency rental assistance from a previous program, am I eligible to receive additional assistance?

If you have received assistance through a previous program, you can still apply to this program. Any arrears already covered by previous programs would not be allowable.

1Will landlords be taxed for receiving the rental subsidy?

Yes, just as they are taxed for their regular rental income. Landlords will be required to submit an IRS-1099. Landlords will also be asked to submit a W-9 to the City in order to receive payment.

As a renter, do I need to be behind in rent to be eligible for the program?

No, a renter does not need to be behind in rent but does need to have a reduction in income related to COVID-19, live in Fremont, and meet household income eligibility requirements. (See priority requirements for those most in need).

Do you have to be a U.S citizen to be eligible for the program?

No, the program is open to all renters, regardless of immigration status.

Application Questions

How do I submit an application for Keep Fremont Housed?

You may submit an application online at the following <https://fremont.gov/keepfremonthoused>. If you do not have internet access and need assistance in completing an application, call (510) 574-2028 to be connected to someone who will be able to assist you.

Do I need an email address to apply? What if I do not have an email address?

A valid email address is required to submit an online application. If you do not have one, please contact the Fremont Family Resource Center at 510-574-2028 and our non-profit partners at (list non-profit partners) who can assist you with obtaining an e-mail address.

Will I need to provide supporting documents with my application?

Yes, you will need to provide supporting documents with your application. Please visit www.fremont.gov/keepfremonthoused for more information on documentation assistance. It is highly encouraged that you upload your documents with your application when you submit it to ensure faster processing. However, if you cannot upload all your documents when you first submit your application, you will have an opportunity to submit your documents after your application is submitted. An Assister will contact you if you are missing any needed documents.

How will I be notified if I have been selected?

All applicants will be notified if they have or have not been selected through e-mail. Your submitted application will be assigned to an Assister, who will work with you to finalize your application.

What are acceptable forms of verifications that should be submitted with my application?

Visit www.fremont.gov/keepfremonthoused for a list of required documentation.

When can I expect my application to be processed and payment to be disbursed if approved?

Applications will be prioritized for review based on several factors. Only applications with completed documentation will be reviewed. Applications will be given priority for review if they meet the Priority Guidelines as follows: Higher priority will be given to completed applications as follows:

Priority Guidelines:

- Applicants have a level of household income at 50% AMI or lower;
- Eligible households include an individual who has been unemployed for the 90 days prior to application submittal;
- Applicants who are rent burdened (rent is over 50% of household income).
- Households which are economically unstable with without assistance could become homeless

Applications meeting the priority criteria will be evaluated first. All applications meeting eligibility will be considered for funding. The City currently has \$7.1 million dollars in funding available and another 7.7 million reserved for future use.