



**Keep Fremont
Housed** 
Rental Assistance Program



May 2021

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Housed** 
Rental Assistance Program

Access point will be through the Family Resource Center (FRC):

www.Fremont.gov/KeepFremontHoused

Phone: (510) 574-2028

As a result of COVID-19, are you...

Struggling to pay rent?

Owe your landlord past due rent?

**Owe past due payments
on utility bills?**

Are you a landlord who is owed rent?



Keep Fremont Housed Rental Assistance Program



In April 2021, as part of a federal relief package, the City's Human Services Department will be launching **Keep Fremont Housed** to assist Fremont households and landlords financially impacted by COVID-19

Keep Fremont Housed program will:

- Help renters pay past due rent or future rent
- Help renters get caught up on utility bills
- Help landlords supplement owed rent

Sign Up Now

Receive future updates about
Keep Fremont Housed via email.

Visit Fremont.gov/RentalAssistanceList or
Call Family Resource Center at 510.574.2028



Program Eligibility for Renters

- Rental unit must be located in Fremont
- Renter has household income at or below 80% of Area Median Income
- Renter qualifies for unemployment or has experienced reduction in household income, incurred significant costs, or experienced financial hardship due to COVID-19
- Renter demonstrates risk of experiencing housing instability or homelessness

Priority given to households who have experienced unemployment for 90 days preceding their program application or have a household income at or below 50% of Area Median Income



Applicant Priority

Priority will be given to eligible applicants:

- ❖ Household income at or below 50% AMI
- ❖ Unemployed for 90 days prior to application
- ❖ Rent burdened
- ❖ More likely to experience housing instability or homelessness

How to Apply

Application Platform will be provided by Bay Area Community Services (BACS) and available online

- ❖ Only tenants can apply
- ❖ No option to save application and return to complete it
- ❖ Documents must be submitted for applications to be reviewed and processed.
- ❖ Assisters available with language capability



The following documentation is needed for the **Keep Fremont Housed Rent Assistance Program**

REQUIRED FROM TENANT(S)

- Valid photo identification (i.e. valid driver's license, State ID, passport, matricula).
- Proof that the need for rental assistance and/or utility assistance is a result of significant financial expenses and debt, a job loss or loss of income **directly related to COVID-19**.
Please submit one of the following:
 - Layoff letter or letter demonstrating reduced income issued by the employer after March 13, 2020
 - State or Federal Unemployment Insurance letter
 - Paystubs demonstrating decreased income. Include the last paycheck stub received at full pay and the most current paystub demonstrating the loss of income
 - If you are self-employed/contract worker/gig worker and have experienced reduced income due to COVID-19, submit documentation of income made prior to the reduction of income and the most current documentation of income. For example, gig workers can submit their monthly ridership and income history
 - Any eviction notice given to the tenant due to nonpayment because of COVID-19
 - Significant expenses related to COVID-19. Please submit your receipts
- For all household members, documentation of gross 2020 income **OR** gross income for the past 60 days from date of application submittal. Please submit the following to demonstrate gross annual household income **OR** gross current household income for everyone living in your home.
Please submit all that apply:
 - Household 2020 tax returns
 - Paystubs
 - Letter from government agency, or printout of County benefits
 - Disability Insurance statements
 - Unemployment Insurance statements
 - Social Security statements
 - W-2s or other wage statements
 - Bank statements demonstrating regular income
- If you have unpaid utility bills (water, gas, electric, garbage) provide the first billing statement(s) after March 13, 2020 **AND** the most current statement(s).

REQUIRED FROM LANDLORDS

- Documentation from the Landlord (**all three are required**)
 - Copy of lease held by the Applicant. If a lease is not available, please submit one of the following: a signed attestation by the landlord, utility bill in the applicant's name, bank statement showing payments to the landlord, or check stubs showing evidence of paid rent. Landlord needs to be identified as the legitimate owner or property manager of the unit verified by City Staff.
 - Documentation from landlord for rent owed – signed by landlord or authorized representative.
 - IRS Form W-9 completed by the landlord.

Checklist provides examples for supporting documentation to verify:

- ❖ Identification
- ❖ Financial impact by COVID-19 on the household's ability to pay rent
- ❖ Documentation of gross annual household income
- ❖ Unpaid rent and utility bills

Questions?

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CITY OF
Fremont
Human Services Department