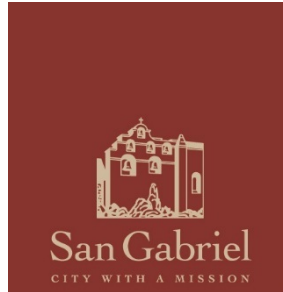


CITY OF SAN GABRIEL HOUSING RELIEF PROGRAM GUIDELINES & REQUIREMENTS



Community Development Block Grant (CDBG) Notice of Funding Availability

City of San Gabriel
Community Services Department
SanGabrielHousing@sgch.org
(626) 308-2875

Applications will become available on August 3 at
www.SanGabrielCity.com/Assistance
Application period is August 3- August 28, 2020.

PROGRAM BUDGET:

\$66,000 (Supplemental CDBG Funding through CARES Act)

PURPOSE:

The Housing Relief Program provides emergency rental and mortgage assistance grants to income-eligible San Gabriel residents economically impacted during COVID-19 pandemic.

In response to the negative economic impacts COVID-19 has had on residents, this program would provide housing rent and mortgage relief for income-qualified households. The program will offer a one-time grant of \$1,000 dollars to income-qualified households. Households are not expected to pay back grants. Households will need to demonstrate an economic impact due to COVID-19 and verify sources of income for all household members including but not limited to salary, rental property income, social security, unemployment insurance, and other sources of income. Applications will be pre-screened and entered into a lottery system for randomized selection. Applicants will be able to submit the application and all required supporting documentation by mail or by email at sangabrielhousing@sgch.org. Once qualified, the grant amount will be issued directly to the landlord or mortgage holder. If selected, applicants must confirm that the landlord is willing to complete and submit required documents.

To help support rent relief through this crisis, the Economic Development Division established a 10-Point Plan for Recovery, Resiliency and Reinvestment that will assist landlords or mortgage companies in connecting to financial resources, to maintain housing and/or reduce rental payment delinquency in arrears due to the economic downturn during the COVID-19 pandemic. Additionally, the City has implemented three assistance programs made possible through Community Development Block Grant (CDBG) supplemental funding provided through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). Through the supplemental allocation of \$186,148, \$70,000 is being allocated to small business grants, \$66,000 to rent relief to be paid to landlords or mortgage companies, and \$50,148 to help fund the senior meals program through August 2020.

The Housing Relief Program will provide one-time grants of \$1,000 to 66 eligible San Gabriel residents who can demonstrate they have been financially impacted as a result of COVID-19 pandemic. All eligible households will be required to provide documentation that demonstrates the ability to meet U.S. Department of Housing and Urban Development (HUD's) "Low-Mod" income requirements prior to receiving the rental assistance grant.

Following the CDBG requirements, the applicant must meet all of the national objectives of the "Low-Mod" criteria to be considered for grant funding, including:

1. Renters residing in a single-family or multi-unit home in the City of San Gabriel;
2. Annual household income (prior to COVID-19 income loss) does not exceed the U.S. Department of Housing and Urban Development (HUD) established "Low-Mod" limits. Household income eligibility is based on the following factors:
 - a. The total number of persons residing in the household; and
 - b. The total amount of the annual household income

San Gabriel COVID-19 Housing Relief Program

3. Economically impacted during the COVID-19 pandemic period beginning March 27, 2020 to present (loss of income due to job loss/lay off, reduction in hours, furlough, loss of business income, or COVID-19 related medical expenses);
4. Current residential lease or rental agreement;
5. Household does not receive any other forms of rental assistance subsidies;
6. Completed W-9 form from a bona fide landlord/property management agent or company;
7. Signed Program Participation-Payment Acceptance from bona fide landlord/property management agent or company;
8. Confirmed current rental balance.

USE OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS

CDBG funds will be used for housing relief on behalf of income-eligible households economically impacted by the COVID-19 pandemic. A one-time grant of \$1,000 will be provided through direct payment to a bona fide landlord, property management agent or company for current rent and/or to pay down rentals in arrears.

HOUSING RELIEF:

Assistance will be in the form of a grants of a one-time \$1,000 payment made on behalf of eligible household to landlord/property management agent or company, for residents within the jurisdiction of the City of San Gabriel who have been severely impacted by COVID-19.

Eligible households must be at or below the “Low- and Moderate Income” limits for confirmed household size. Under the U.S. Department of Housing and Urban Development (HUD) regulations, CDBG funded activities must meet the national objective of benefit to Low- and Moderate (“low-mod”) income clientele. Low-mod income households benefiting from CDBG supplemental funding must have a gross annual household income at or below the amount that is shown in the table below:

2020 Income Limits

Number of Persons in Household	Extremely Low-Income	Low-Income	Moderate-Income
1	\$23,700	\$39,450	\$63,100
2	\$27,050	\$45,050	\$72,100
3	\$30,450	\$50,700	\$81,100
4	\$33,800	\$56,300	\$90,100
5	\$36,550	\$60,850	\$97,350
6	\$39,250	\$65,350	\$104,550
7	\$41,950	\$69,850	\$111,750
8	\$44,650	\$74,350	\$118,950

PROCESS OF ACCEPTING, REVIEWING AND AWARDING GRANTS:

The application period will be open from August 3-August 28, 2020, with complete applications to be submitted or postmarked by August 28, 2020 by 5:00 p.m. Applications will be available on the City’s Economic Development website, emailed, or mailed upon request. Applicants will email or mail in the completed application, acknowledging that if chosen through the lottery system, they will be required to provide supporting documentation as requested in a timely manner.

STAFF REVIEW:

Applications will be pre-screened and entered into a lottery system for randomized selection. Applicants will be able to submit the application and all required supporting documentation by mail or by email at sangabrielhousing@sgch.org. Pre-screened grant recipients will be asked to provide the City with requested support documents within applicable deadlines to verify eligibility, and to ensure that the CDBG supplemental funding is appropriately used according to HUD regulations, prior to any grant payments being issued.