



# Bell County Emergency Rental Assistance Program

## Eligibility

Households must have income at or below 80% of the Area Median Income (AMI), as defined by HUD.

**AND**

One or more of the tenant household members have:

- Qualified for unemployment benefits; **OR**
- Attest in writing that due to or during the pandemic, they:
  - Experienced a reduction in household income, incurred significant costs, or experienced financial hardship

**AND**

Households must also demonstrate they:

- Are at risk of homelessness or housing instability by providing an eviction notice or past-due utility or rent notice; **OR**
- Live in unsafe or unhealthy housing conditions

\*The unit you are renting must be your primary residence and be located within Bell County.\*

\*Any unpaid rent or utility bills you apply for can go no further back than March 13, 2020.\*

## Preliminary Screening Questions

You may be eligible for the Emergency Rent Relief Program and can begin the application process only if you answer “Yes” to all of the five (5) questions below. If you answer “No” to any of the following questions you may not be eligible for assistance, however you may continue to apply for assistance and your application will be thoroughly reviewed.

1. - Are you seeking assistance for Rent and/or Utilities for your primary residence, located in Texas?

YES       NO

2. - Is your household income less than or equal to 80% AMI for its size?

HH Size	1	2	3	4	5	6	7	8
Annual Income	\$35,800	40,900	46,000	51,100	55,200	59,300	63,400	67,500

YES       NO

3. - Can anyone in the household demonstrate that they are either at risk of homelessness (this includes past due utility/rent notice(s), eviction notice,) or demonstrate unsafe/unhealthy living conditions?

YES       NO

4. - Has anyone in the household experienced any of these financial impacts related to COVID-19: reduction/loss of income, increased expenses, other financial hardship and/or qualified for unemployment benefits since March 13, 2020?

YES       NO

5. - Is this the only payment assistance you are requesting or will receive for the months you

are seeking assistance?

YES       NO

## Financial Impact

Which of the following financial impacts that apply to you or anyone within your household were due to, or during, the COVID-19 pandemic? (select all that apply):

Reduction in Income:

- Laid off-Receiving unemployment assistance.
- Laid off-Not receiving unemployment assistance
- Place of employment has closed
- Reduction in hours of work
- Must stay home to care for child/children due to closure of daycare or school
- Not able to work and/or missed hours due to contracting COVID-19
- Unable to find work due to COVID-19
- Unwilling or unable to participate in their previous employment due to their high risk of severe illness from COVID-19
- Other reduction in household income (please describe): \_\_\_\_\_

Incurred Significant Costs:

- Reduction or elimination of child or spousal support
- Increased medical expenses
- Child or Adult dependent care expenses increased due to COVID-19
- Other significant costs (please describe): \_\_\_\_\_
- Other Financial Hardship Experienced (please describe): \_\_\_\_\_

## Housing Instability and Housing Conditions

Is your household at risk of homelessness or household instability? (if you select "YES", you must submit one of these documents: a past due utility notice, a past due rent notice(s), or an eviction notice)

YES       NO

Are you living in unsafe or unhealthy housing conditions? (if you select "YES", you must submit the Unsafe/Unsanitary Housing Condition Certification)

YES       NO

## Tenant Household Income Information

If you have completed your household's federal income taxes for 2020, you will need to provide the following:

- Filed 2020 IRS Form 1040

If you have not yet completed your federal income taxes for 2020 OR you are not required to file a federal income tax return for 2020, you will need to provide the following:

- 2020 IRS Form W2
- Current Social Security Benefits letter or 2020 Form 1099-SA (including benefits paid to minors)

- 2020 Form 1099-R
- 2020 IRS Form 1099-MISC for contractor income

## Rent Information

Please enter monthly rent amount and number of months late on rent below.

**You must submit the lease and/or rent receipt for the listed address.**

Monthly Rent	
Number of Months Late On Rent	

Are you also requesting rental assistance for 3 months of current/future rent for this unit ( if you select “YES” your lease must cover this period, or a month-to-month lease with your landlord must be executed)

YES       NO

## Utility Information

Are you requesting Utility Assistance?

YES       NO

Eligible utilities include electricity, gas, water and sewer, trash removal, energy costs, such as fuel oil and internet. Please provide your current, past due, and/or disconnect utility statements.

I/We, above named Tenant(s), hereby certify that:

1. I/We are currently occupying the unit for which I/we am seeking assistance as my/our principal residence and have occupied the unit during the period of time for which the rental or utility arrears assistance, if any, is requested and will occupy the unit as my/our principal residence throughout the remaining months for which the assistance is provided.
2. That if I/We qualified for the program by evidencing our eligibility for unemployment benefits, I authorize the Bell County Emergency Rental Assistance Program to provide my information to the Texas Workforce Commission in order to verify my documentation.
3. To my/our knowledge, the Unit for which I am receiving assistance is not receiving any other form of government or charitable assistance for the same month or months of rent for which this assistance is requested.
4. I/We will not seek to obtain rental or utility assistance in the future for the same months of rental arrears, rent, utility arrears, or utilities covered by this assistance, and if I/we do receive such assistance I will report it to Landlord and/or Utility Provider using the contact information in my/our lease or utility bill statement, and to the Bell County Emergency Rental Assistance Program.
5. I/We will inform the Bell County Emergency Rental Assistance Program within ten calendar days if evicted from the Unit, if disconnected from Utility services, or if I/we no longer occupy the Unit as my/our principal residence during the period of assistance.
6. I/We have provided a current written lease as part of the application, or if I/we have not provided a

current written lease, I/we have provided proof of payment for the three most recent full months that a rent payment was made, and that the information I have provided in the Tenant Application regarding the terms of my/our lease, rent amount, and/or utility arrears are true and accurate.

7. If I/We have requested assistance for any late fees, and I/we certify that those late fees were incurred due to the impact of the COVID-19 pandemic on my/our household and were not accrued prior to March 13, 2021.
8. I/We understand that if determined to be ineligible, I/We can appeal the decision by following the appeal instructions in the denial letter.
9. Tenant acknowledges that all information collected, assembled, or maintained by the Bell County Emergency Rental Assistance Program pertaining to their application, except records made confidential by law or court order, are subject to the Texas Public Information Act (Chapter 552 of Texas Government Code) and the Bell County Emergency Rental Assistance Program must provide citizens, public agencies, and other interested parties with reasonable access to all records pertaining to this application subject to and in accordance with the Texas Public Information Act.
10. I/We shall provide the U.S. Department of the Treasury, Bell County, Hill Country Community Action Association, or any of their duly authorized representatives, access to and the right to examine and copy records related to a payment made as a result of this application.
11. I/We have been provided a copy of this certification.
12. I/We may remain responsible for charges presented with my utility bill, such as district assessments, internet, or cooperative fees, that are presented separately from the charges for utility service.
13. I/We may remain responsible for charges authorized under the lease other than rent going forward, including but not limited to pet rent or trash pickup fees.
- 14. The information I/We have provided is true, accurate, and complete, and if requested, I am able to provide documentation to prove my household's loss of income or additional expenses. I/We understand that providing false, incomplete, or inaccurate information on application forms or seeking assistance for months in which assistance has been or will be provided, may result in termination of participation in the Program, up to 5 years of imprisonment and for each occurrence a fine of up to \$10,000.**

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PRINTED NAME

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SIGNATURE

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DATE