**SAMPLE Rental Assistance Strategy:**

**Includes recommendations, not statutorily required. See footnotes for explanations.**

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| *Rental Assistance*  | *Code 13, 23, 26,* |

1. Summary of Strategy:[[1]](#footnote-1) Funds will be awarded to renter households that are in need of assistance for: (1) first and last month’s rent, security and utility deposit assistance; (2) eviction prevention not to exceed 6 months’ rent; and/or (3) rent subsidies for up to 12 months. To be eligible for rent subsidies, the household receiving assistance must include at least one adult who is a person with special needs as defined in S. 420.0004 or homeless as defined in S. 420.621.
2. Fiscal Years Covered: 2018, 2019, 2020
3. Income Categories to be Served:[[2]](#footnote-2) Very-low
4. Maximum award:[[3]](#footnote-3) $6,000
5. Terms:
6. Loan/grant: Funds will be awarded as a grant.
7. Interest Rate: N/A
8. Term: N/A
9. Forgiveness/Repayment: N/A
10. Default/Recapture: N/A
11. Recipient Selection Criteria:[[4]](#footnote-4) Applicants who are homeless or at risk of homelessness (i.e., seeking eviction prevention) will be referred by the local Continuum of Care Coordinated Entry system, and be assisted on a first-qualified, first-served basis. Applicants with one or more special needs household members may apply directly or may be referred by a special needs service provider.
12. Sub-Recipient Selection Criteria:[[5]](#footnote-5) Sub-Recipient nonprofit organization(s) may be selected to administer the Rental Assistance program. Criteria for selection of Sub-Recipient organization will include: (1) past experience working with the target population; (2) past experience administering similar rental assistance programs; (3) financial and human resource capacity to administer the program; (4) participation in the Continuum of Care Coordinated Entry system; and (5) such other criteria as may be determined appropriate.
13. Additional Information:
14. The lease must be at least twelve months in duration.
1. You may choose to have a separate strategy for eviction prevention, which is assistance for a household currently occupying rental housing. Alternatively, you may include all three rental assistance methods in one strategy, as we have here, because it is possible that the same household, if eligible, could receive both eviction prevention and rent subsidy assistance. [↑](#footnote-ref-1)
2. It is recommended that all three types of rental assistance (deposits, eviction prevention, and rent subsidies) be provided to those who are very low income because they tend to be those who have the greatest need and the fewest resources. In terms of the statute, however, only the third category of assistance (e.g., rent subsidies) must be restricted to very low income applicants. [↑](#footnote-ref-2)
3. The maximum award will vary by jurisdiction, level of SHIP funding, and rental market rates. It should be noted that for other rapid rehousing programs similar to the SHIP rental assistance program, the average level of financial assistance per household is $4,000-$8,000 over an average of 4-6 months. This cost excludes the cost of housing stability counseling. [↑](#footnote-ref-3)
4. While not required by statute, it is recommended that applicants who are homeless be referred through the local homelessness Continuum of Care (CoC) Coordinated Entry system. CoC Coordinated Entry systems should be designed such that applicants for housing assistance are assessed with a common assessment tool, and triaged in terms of need. Utilizing the Coordinated Entry system will provide a single referral source and will help reduce the possibility that households are ineligible and/or are accessing multiple streams of assistance. If the local jurisdiction decides against utilizing the Coordinated Entry system for referrals, they are encouraged strongly to consult with the local Continuum of Care so that the SHIP Rental Assistance program will be coordinated with other forms of rental assistance, such as Emergency Solutions Grant, SSVF, and/or HUD CoC Rapid Rehousing programs. Coordinating such programs will increase the effectiveness and consistency of those programs. [↑](#footnote-ref-4)
5. While not required by statute, it is recommended that local governments utilize sub-recipients to administer the rental assistance strategy. Local nonprofit organizations have a wealth of experience managing similar types of programs, possess background information on many applicants (e.g., through the Homeless Management Information System), and have the capacity to provide housing stability counseling, which is a key component for success of rental assistance programs. [↑](#footnote-ref-5)