



DCHHS

Safe families, healthy lives

Dallas County Health and Human Services



EMERGENCY HOUSING ASSISTANCE PROGRAMS

★
(EHAP)

**Office of Strategy & Management/CARES Team
Dallas County Health & Human Service**

**Contact Information
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BACKGROUND

(July 1 through December 30, 2020)

Emergency Housing Assistance Program (EHAP)

- CARES Act under the Coronavirus Relief Fund granted funding to assist low-income individuals economically impacted by COVID-19



CURRENT PROGRAMS



(MARCH 3 THROUGH DECEMBER 31, 2021)

- EMERGENCY HOUSING ASSISTANCE PROGRAM-2021 (EHAP-2021) – CONTINUATION- CARES ACT
- TEXAS EMERGENCY RENTAL ASSISTANCE PROGRAM (TERAP)
- TEXAS DEPARTMENT OF COMMUNITY AFFAIRS – CDBG CARES ACT PROGRAM
- TEXAS EVICTION DIVERSION PROGRAM (TEDP)
- TEXAS DEPARTMENT OF COMMUNITY AFFAIRS – CDBG CARES ACT PROGRAM)
- EMERGENCY RENTAL ASSISTANCE PROGRAM (ERAP) – STARTED MARCH 15, 2021 - U.S. DEPARTMENT OF THE TREASURY (HOUSE RESOLUTION 133)

❑ Emergency Rental Assistance Program (ERAP)

Funding for ERAP is provisioned by appropriations made by the U.S. Department of the Treasury (DOT) through H.R. 133, Division N, Title V, Subtitle A, Section 501 of the Consolidated Appropriation Act, 2021.

The total months of assistance which includes rental arrears starting April 2020, through the program may not exceed a total of **twelve (12) months** including any assistance received through other emergency housing programs in CY2020. An additional **three (3) months** of assistance may be provided only if necessary to ensure housing stability, subject to availability of funds and approval by management.

ERAP 2021

Common Elements

- Same 4 basic eligibility requirements
- One common pre-screening application for tenants and homeowners
- Tenants and homeowner applications to be processed through a lottery system
- Uniform assistance payment criteria (120% of FMR/SAFMR)
- Common intake process

Emergency Rental Assistance Program (ERAP)

What kind of assistance does ERAP provide?

USE OF FUNDS.—

(1) IN GENERAL.—An eligible grantee shall only use the funds provided from a payment made under this section to provide financial assistance and housing stability services to eligible households.

(2) FINANCIAL ASSISTANCE.

(A) IN GENERAL.—Not less than 90 percent of the funds received by an eligible grantee from a payment made under this section shall be used to provide financial assistance to eligible households, including the payment of

- (i) rent;
- (ii) rental arrears;
- (iii) utilities and home energy costs;
- (iv) utilities and home energy costs arrears; and
- (v) other expenses related to housing incurred due, directly or indirectly, to the novel coronavirus disease (COVID-19) outbreak, as defined by the Secretary.

Such assistance shall be provided for a period not to exceed 12 months except that grantees may provide assistance for an additional 3 months only if necessary to ensure housing stability for a household subject to the availability of funds.

ELIGIBILITY

Emergency Rental Assistance Program (ERAP)

Which households are eligible?

(3) ELIGIBLE HOUSEHOLD.—

(A) IN GENERAL.—The term “eligible household” means a household of 1 or more individuals who are obligated to pay rent on a residential dwelling and with respect to which the eligible grantee involved determines—

(i) that 1 or more individuals within the household has

(I) qualified for unemployment benefits or

(II) experienced a reduction in household income, incurred significant costs, or experienced other financial hardship due, directly or indirectly, to the novel coronavirus disease (COVID–19) outbreak, which the applicant shall attest in writing;

(ii) That 1 or more individuals within the household can demonstrate a risk of experiencing homelessness or housing instability, which may include—

(I) a past due utility or rent notice or eviction notice;

(II) unsafe or unhealthy living conditions; or

(III) any other evidence of such risk, as determined by the eligible grantee involved; and

(iii) the household has a household income that is not more than 80 percent of the area median income for the household.

Household Size	Program Limit - 80% AMI
1 person	\$48,300
2 person	\$55,200
3 person	\$62,100
4 person	\$68,950
5 person	\$74,500
6 person	\$80,000
7 person	\$85,500
8+ person	\$91,050

Emergency Rental Assistance Program (ERAP)

Can landlords apply for assistance on behalf of the clients?

(APPLICATION FOR ASSISTANCE BY LANDLORDS AND OWNERS.—

Nothing in this section shall preclude a landlord or owner of a residential dwelling from—

- (A) assisting a renter of such dwelling in applying for assistance from a payment made under this section; or
- (B) applying for such assistance on behalf of a renter of such dwelling.

(2) REQUIREMENTS FOR APPLICATIONS SUBMITTED ON BEHALF OF TENANTS.—

If a landlord or owner of a residential dwelling submits an application for assistance from a payment made under this section on behalf of a renter of such dwelling—

- (A) the landlord must obtain the signature of the tenant on such application, which may be documented electronically;
- (B) documentation of such application shall be provided to the tenant by the landlord; and
- (C) any payments received by the landlord from a payment made under this section shall be used to satisfy the tenant's rental obligations to the owner.

LANDLORD PROCESS

☐ **Process for Landlords Applying on Behalf of Tenants (for ERAP only)**

- Landlord applicants will be directed to EHAP landlord pre-screening application link that will enable a basic screening to determine eligibility
- Landlord applicants that cannot access the pre-screening application electronically may call the EHAP phone number (214) 819-1968 where a Caseworker will assist in the pre-screening application process
- All other steps for the standard intake process outlined previously will follow
- Please note that pre-screening applications made by landlord on behalf of the tenants are not subject to the lottery process
- **Landlords who accept funds for applicants may not evict the applicants for 3 months after payment has been received**

<https://www.dallascounty.org/departments/dchhs/housing-programs/ehap-landing.php>



**EMERGENCY HOUSING ASSISTANCE PROGRAMS
PRE-SCREENING APPLICATION
(LANDLORD APPLICATION)**

PLEASE SUBMIT ONLY ONE APPLICATION PER HOUSEHOLD

(Completed forms may be sent by fax to 214-819-6085 or through secured email link provided by Caseworker)

SECTION I: LANDLORD INFORMATION

A. Name: _____
(Last Name*) (Middle Initial) (First Name*)

B. Landlord Taxpayer Identification Number (TIN) (9-digit SSN or EIN)*: _____

C. Contact Information: Phone*: _____ Email: _____

D. Street Address*: _____ Apt #: _____

City*: _____ State*: _____ Zip code*: _____ County: _____

E. Rental Property Name: _____

F. Rental Property Address*: _____

City*: _____ State*: _____ Zip code*: _____ County*: _____

SECTION II: TENANT INFORMATION

A. Name: _____
(Last Name*) (Middle Initial) (First Name*)

B. Contact Information: Phone*: _____ Email: _____

C. Date of Birth*: _____

D. U.S. Government Issued Identification Number (DL, ID, Passport)*: _____

SECTION III: CURRENT ASSISTANCE THROUGH OTHER ENTITIES

A. Currently receiving assistance or living in any of the following(✓): YES NO
(if yes, please select what kind of assistance you are receiving)

- Public Housing
- Housing Choice Voucher (Section 8)
- Project Based Voucher Program Participants
- Other Entities/Programs (Name of Assistance Provider): _____

[**Apply Here**](#)

RENTAL ASSISTANCE PROCESSING

☐ Rental Assistance Processing

(Processing timeframe 4-6 weeks)

- If landlord agrees to accept payment from Dallas County, Caseworker will provide the appropriate forms to the landlord via Encrypted Mailing System
- A secured link is also sent to the landlord to upload forms and supporting documents via SERV-U
- Documents will be collected from landlord and will be assembled in case file
- Caseworker will upload all supporting documents to a shared drive and will forward completed file to Case Manager for review and approval
- Upon review by the Case Manager, the file will be submitted to the Case Monitor for completeness and accuracy
- Upon completeness check the Assistance Authorization form is submitted to the Financial Administration Center (FAC) to initiate payment processing
- If landlord does not agree to accept payment from Dallas County, case is closed as unassisted
- Caseworker will contact to inform the applicant of the closed status of the case

QUESTIONS?

Contact Information

214-819-1968

EHAP_DCHHS@dallascounty.org

THANK YOU!