



## WEST PALM BEACH

Housing & Community Development

### COVID-19 Rental Eviction Prevention Program

Frequently Asked Questions

As of March 26, 2020

#### Q. What is COVID-19 Rental Eviction Prevention Program?

The COVID-19 Rental Eviction Prevention Program provides one-time rental assistance to eligible West Palm Beach residents who have experienced loss of income, reduction in hours, or unemployment as a result of the COVID-19 pandemic only. Assistance will only be provided for rents due beginning on April 1, 2020 and onward. Eligible applicants must be able to continue to make rental payments and meet basic needs once assistance is provided.

***The program is not designed to assist those who were not financially impacted by COVID-19 pandemic.***

#### Q. Who is providing the funding for this program?

The City is utilizing State Housing Initiative Partnership (SHIP) Program funds and local general revenue funds to support this program. The rules and regulations associated with Sections 420.9071-420.9079 F.S. chapter 67-37 F.A.C. will govern the use of the funds.

**WARNING:** Section 1001 of Title 19 of the U.S. code makes it a criminal offense to make willful false statements or misrepresentation to any department or agency of the United States as to any matter within the jurisdiction. False information may result in civil liability, and/or in criminal penalties including, but not limited to, fine or imprisonment or both.

#### Q. Who is eligible to receive assistance?

Individuals or households that are renters in the City of West Palm Beach. You must be able to document that you were unable to pay your rent strictly due to temporary loss of income, reduction in hours, or employment are a result of the COVID-19 pandemic only.

#### Q. What requirements do I need to meet in order to qualify for the program?

Yes. Program requirements are as follows:

- Applicant must reside within the corporate City limits of West Palm Beach.
- Applicant(s) must meet gross annual incomes not exceeding 80 of % Area Median Income (AMI) limits established by HUD for the jurisdiction of Palm Beach County, FL.
- Applicant(s) current rent must not exceed SHIP rental limits (not to exceed 80% AMI).
- Assistance will only be provided for rents due beginning on April 1, 2020 and onward.
- Applicant(s) must have documentable information to evidence loss of income, reduction in hours, or unemployment as a result of the COVID-19 pandemic that contributed to the missed rental payments.
- Applicant(s) must have a lease in their or a household member's name.
- Applicant(s) must have the capacity to meet basic needs once payment has been rendered as determined by their household budget assessment.
- Applicant(s) or household member must not have received any other financial assistance for rent for the time frame payment is requested.
- Applicant(s) must apply for unemployment benefits and provide support documentation.
- Applicant(s) or household member must not have liquid assets that exceed two (2) months of the household's monthly expenses.

**Q. Are there income guidelines for this program?**

Yes. Applicants must meet gross annual incomes not exceeding 80 % of Area Median Income (AMI) limits established by HUD for the jurisdiction of Palm Beach County, FL as follows:

| Household Size | 0-30% AMI* | 31-50% AMI* | 51-80% AMI* |
|----------------|------------|-------------|-------------|
| 1              | \$18,450   | \$30,750    | \$49,200    |
| 2              | \$21,100   | \$35,150    | \$56,200    |
| 3              | \$23,750   | \$39,550    | \$63,250    |
| 4              | \$26,350   | \$43,900    | \$70,250    |
| 5              | \$30,680   | \$47,450    | \$75,900    |
| 6              | \$35,160   | \$50,950    | \$81,500    |
| 7              | \$39,640   | \$54,450    | \$87,150    |
| 8              | \$44,120   | \$57,950    | \$92,750    |

**Q. Are there any rental limits for this program?**

Yes. Applicant(s) current rent must not exceed the following rental limits adjusted for bedroom size:

| Rent Limit by Number of Bedroom Units |       |       |       |       |       |       |
|---------------------------------------|-------|-------|-------|-------|-------|-------|
| Rent Limits                           | 0     | 1     | 2     | 3     | 4     | 5     |
| 80% AMI                               | 1,230 | 1,317 | 1,581 | 1,826 | 2,037 | 2,248 |

**Q. If I qualify, how much funding can I receive?**

The City will assist with a maximum of \$3,000.00 not to exceed 2 month's rent.

**Q. How many times can I receive assistance?**

Only once.

**Q. Does the applicant have to repay the funds?**

No.

**Q. I am behind on my rental payments for the month of February, am I eligible for assistance?**

No. Assistance will only be provided for rents beginning on April 1, 2020 and onward. Assistance is only available to those who can provide evidence that they experienced loss of income, reduction in hours, or unemployment is a result of the COVID-19 pandemic.

**Q. I have just received a stimulus check and/or income tax return. Should I pay for my rent?**

Yes. Do not miss paying your rent if you can make the payment. During this time of delay, if you are currently behind, you should attempt to communicate with landlord about getting caught up. But, do not wait to receive

notice in order to take action. You should always open your mail and/or read correspondence received from your landlord.

**Q. What kinds of housing units can be rented?**

Units such as apartments, houses, townhouses, and mobile homes are allowable.

**Q. How do I apply for the Program?**

Send an email to [HCD\\_Help@wpb.org](mailto:HCD_Help@wpb.org). An application will be sent to you within 24 business hours.

**Q. How do I submit my application?**

Completed applications will ONLY be accepted by one of the following two (2) methods:

**Mail to:**

City of West Palm Beach  
Department of Housing and Community Development  
401 Clematis Street - 3rd Floor  
West Palm Beach, FL 33401

**Drop off:**

City of West Palm Beach  
Attn: Department of Housing and Community Development  
City Hall Lobby  
401 Clematis Street  
West Palm Beach, FL 33401

**All applications MUST BE enclosed in plain sealed envelopes marked "Rental Eviction Prevention Program" and addressed to the locations identified above.**

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