



## NATIONAL CITY

### COVID-19 TENANT BASED RENTAL ASSISTANCE PROGRAM

Assistance will be provided on a First-Come, First-Served basis for rent that is past due. Eligibility requirements are listed below. Prior to completing the application, please make sure that you meet all the requirements listed below and can provide the supporting documentation/information.

Thank you for your interest in applying to South Bay Community Services (SBCS) COVID-19 Tenant Based Rental Assistance Program funded by the City of National City. This Program will assist low income households in National City who have suffered a loss in income and are unable to pay their past due rent because of financial problems related to COVID-19. Applications will be processed on a **“First-Come, First-Served basis.”** Please note funding is limited and there is no guarantee that assistance will be provided. Applications must be fully and properly completed with all required supporting documents

**APPLICATION INSTRUCTIONS:** You must meet all of the following requirements to be eligible to receive rent assistance.

*Please check each box below certifying that your household meets all the eligibility requirements prior to completing the Application.*

**Please note that you will not be eligible to receive rental assistance to address the repayment of rent that has already been covered by another agency. You must disclose all rental assistance received since January 2020 to be sure that no duplication of benefits is received.**

- Valid written rental or lease agreement in your name for a housing located in the **City of National City**. A lease agreement must be for apartment, condo, townhome, single family home, or mobile home; **\*\* Please not you are NOT eligible if you are renting from a relative. \*\***
- Rent must not exceed the following:

Unit Size	Fair Market Rate
Studio	\$1,404
1 bedroom	\$1,566
2 bedroom	\$2,037
3 bedroom	\$2,894
4 bedroom	\$3,576

- Total household income (all persons over 18 years old) within the past 30 days must be at or below the following:

Household Size	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
<b>80% Income Limit</b>	\$64,700	\$73,950	\$83,200	\$92,400	\$99,800	\$107,200	\$114,600	\$122,000

- At least one adult or minor in the household that is on the lease agreement must be a US Citizen or Permanent Resident; and
- Current on all rent prior to March 13, 2020; and
- Must be in good standing with landlord from March 13 to the present; and
- Submitted a letter to your landlord explaining your inability to pay rent due to COVID-19; and
- Must not be receiving any other form of rental subsidy such as Section 8; and



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Not applying for rental assistance to address the repayment of rent that has already been covered by another agency. I will disclose all rental assistance I have received since January 2020 to be sure that I am not receiving a duplication of benefits; and

Facing a financial hardship due to COVID-19 (coronavirus).

*A financial hardship by COVID-19 may include but is not limited to the following:*

- o *Job loss, furlough or layoff*
- o *Reduction in hours of work or pay*
- o *Store, restaurant, office or other business closure*
- o *The extended need to miss work to care for a home-bound, school age child or elderly person if no other responsible adult is available to provide such care.*

**i** Please review your application carefully before submitting. Incomplete applications, to include missing support documentation will be denied due to lack of information to determine qualifications for the Program.

#### REQUIRED DOCUMENTS:

Required Documents	Comments	Attached
Completed Application	Please double check that all sections were completed and all adult household members signed.	<input type="checkbox"/>
Copy of Government Issued Identification for each Adult Household Member	Provide one for each adult household member. If adults on the lease aren't US Citizens or Permanent Residents, provide a copy of the birth certificate for one minor child that is on the lease who is a US Citizen or Permanent Resident.	<input type="checkbox"/>
Copy of written Lease or Rental Agreement showing your name	Must show your name on the agreement	<input type="checkbox"/>
Copy of Letter to Landlord explaining inability to pay rent		<input type="checkbox"/>
Proof of income		<input type="checkbox"/>
Copy of bank accounts, 401k, Life insurance policy or any other disclosure of assets for each Adult Household member		<input type="checkbox"/>
Signed Authorization for Release of Information for each Adult Household Member		<input type="checkbox"/>

#### APPLICATION ASSISTANCE, PICKUP AND SUBMITTAL

**Family Resource Center** (304 W. 18th St., National City) Monday-Friday, 8 am-12 pm and 1pm-5 pm.  
**South Bay Community Services** at 430 F. Street Chula Vista, CA 91910 (Monday- Friday 8:30am-5:00pm)  
**Email:** rentalassistance@csbcs.org (Be sure to attach all supporting documents.)