



**CITY OF WORCESTER
HOUSING DEVELOPMENT**



Rental & Utility Assistance Declaration

Both tenant and property owner are required to sign and date this form, which will be kept on file with the Worcester Community Action Council, Inc.

The City of Worcester acting through its Executive Office of Economic Development – Housing Development Division has provided funding to Worcester Community Action Council, Inc., to administer its COVID-19 Emergency Rental Assistance Program (the “Program”), by identifying qualifying Worcester tenants at risk of eviction due to the economic impacts of COVID-19 and disbursing rent and utility payments on their behalf. This activity is eligible as a public service under HUD’s Mega Waiver as well as the CDBG-CV Notice document FR-6218-N-01 issued on August 20, 2020. The Program is specifically geared to prevent the spread of COVID-19 to people at risk of homelessness through granting emergency rental & utility assistance payments. Program Assistance is limited to a total of \$ 3,000 per rental unit. This assistance is not considered an income payment.

Tenant Name (s): _____

Address: _____ **Unit** _____ **Worcester, MA** **Zip** _____

Phone: _____ **Email:** _____

Rent per Month \$ _____ **Tenant at Will** _____ **Lease** _____ **Please provide copy**

Property Owner Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Email:** _____

Deed: Recorded at the Worcester District Registry of Deeds in **Book** _____, **Page** ____ **Please provide copy**

If you are not the property owner listed on the deed referenced above please describe your relationship to the property owner: _____

Please submit proof of your authority to sign this Form on behalf of the property owner. (Sufficient documentation may include a copy of the executed lease agreement, or an agreement between you and the property owner evidencing your authority).

Rental Arrearage (No more than 3 months to be paid through this Program- please provide delinquency notice)

Month 1 \$ _____ Month 2 \$ _____ Month 3 \$ _____

Utility Arrearage (No more than 3 months to be paid through this Program- please provide billing statements from utilities)

Month 1 \$ _____ Month 2 \$ _____ Month 3 \$ _____

Total Rent & Utility Assistance: \$ _____ (No more than \$3,000 total)

Tenant Declaration

Through my/our signature, I/we hereby certify the information provided in this application is complete and correct to the best of my/our knowledge. I am aware of the eligibility requirements of the City of Worcester’s COVID-19 Emergency Rental Assistance Program as outlined in this application, as well as by the U.S. Department of Housing and Urban Development. I/we hereby certify that, to the best of my/our knowledge, I/we am/are eligible for assistance through the Program and have not received RAFT funds or any other COVID-19 related rental assistance since March 1, 2020. I understand that upon rental assistance payment to my landlord, my rent will be considered current and additionally it is my responsibility to remain current after this date. If a lease exists, all other terms of the lease remain in place. No further assistance payments will be paid on my behalf through the Program. Additionally, I/we hereby certify that I/we understand that if the city of Worcester finds my information to be fraudulently represented, I/we will be liable for repayment of all Program funds, as well as other penalties, allocated under Federal Regulation 24 CFR Part 28.

| | | | |
|------------------|--------|---------------|----------|
| _____ | | Worcester, MA | |
| Street Address | Unit # | City/State | Zip Code |
| _____ | | _____ | |
| Tenant Signature | | Date | |
| _____ | | _____ | |
| Tenant Signature | | Date | |

Property Owner Declaration

Through my/our signature, I/we hereby certify the information provided in this application is complete and correct to the best of my/our knowledge. I attest that upon receiving rental and/or utility assistance payment from Worcester Community Action Council, Inc. pursuant to the City of Worcester’s COVID-19 Emergency Rental Assistance Program the tenant will be considered current on outstanding rent arrearages and additionally it is the sole responsibility of the tenant to remain current after this date. If there is a current lease, all other lease terms remain in place. I understand no further assistance payments will be paid on the tenant’s behalf through this Program. Additionally, I/we hereby certify that I/we understand that if the city of Worcester finds my information to be fraudulently represented, I/we will be liable for repayment of all Program funds, as well as other penalties, allocated under Federal Regulation 24 CFR Part 28.

| | | | |
|----------------|--------|---------------|----------|
| | | Worcester, MA | |
| Street Address | Unit # | City/State | Zip Code |

By:
Title:

Date

By:
Title:

Date