

T-RAP Technical Assistance Meeting

Mary Baldwin

T-RAP GRANT COORDINATOR

OFFICE OF FAMILY & ADULT HOMELESSNESS

MAY 6, 2021

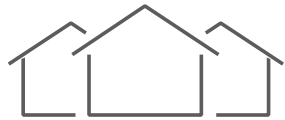
Kathryn Dodge

T-RAP LEAD



Washington State
Department of
Commerce

We strengthen communities



**HOUSING
HOMELESSNESS**



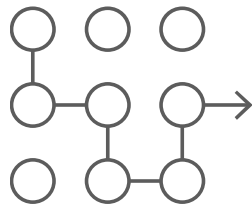
INFRASTRUCTURE



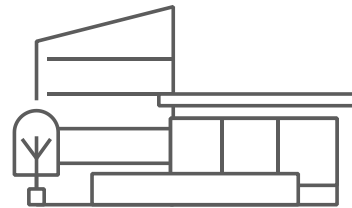
**BUSINESS
ASSISTANCE**



ENERGY



PLANNING



COMMUNITY FACILITIES



**CRIME VICTIMS &
PUBLIC SAFETY**



**COMMUNITY
SERVICES**

Agenda

- Welcome
- Reporting Requirements
- Form Updates
- Q and A Updates
- Future Amendments
- Questions

Housekeeping:

- This call is being recorded.
- PowerPoint slides and Zoom recording will be posted on Commerce website.
- Link will be sent to all lead grantees.

Form Updates

- **Monthly Report Form**
 - Summary tab added-optional
 - Other Housing Costs expenses added
 - Zip code added (zip codes for April need to be added retroactively)
 - Form submission due date change
 - Service Months Extended
- **Utility Payment Form**
 - Removed language in Section 2 that refers to internet service
- **Household Info and Eligibility Form**
 - Corrected section numbering

Form Updates Continued

- **Payment Agreement Form – Rent and OHC**
 - Updated form name to reflect addition of Other Housing Costs
 - Updated instructions to account for new form sections
 - Extension of dates to account for a longer contract term
 - Addition of sections for
 - Other housing costs paid to households
 - Updates to how “Total Payment to Landlord” is calculated
 - Addition of a total amount payable for other housing costs
 - Addition of section for collection of household signature/verification if landlord initiates assistance

Continuing to refine this form, check it out!

Guideline Updates

- Updates to guidelines are coming soon.
- Summary of upcoming guideline updates:
 - Expanding on housing stability services and “other housing costs”
 - Updating reporting requirements
 - Other clarifications

Future of Amendments

- Amendments will be coming in the next month or so.
- Summary of upcoming amendments:
 - Budget category changes
 - Extension of contract end date
 - Other amendments as needed to reflect changing landscape

Q&A – new questions

If we assist with a household's deposit that includes their last month of rent, do we count that future rent? No.

If we pay someone's deposit does it count towards the number of months of financial assistance? Yes, deposits are financial assistance under Other Housing Costs and must be counted.

Do we need to consider deposits when determining FMR? No.

If the landlord initiates assistance and completes the Payment Agreement Form for their tenant, does this count as the landlord applying for the requirement that the household must sign the Payment Agreement Form? Yes, when a landlord initiates assistance per the instructions on the Payment Agreement Form, the household must sign off on the Payment Agreement Form (Section 8). Electronic signatures or verbal/electronic verifications are allowable.

Q&A – new questions

In what circumstances is a hotel/motel stay considered rent? In what circumstances would it be considered “other housing costs”? A hotel/motel stay is considered rent if it is part of a long-term living arrangement which can be substantiated by verification from the household and the hotel/motel. A hotel/motel stay is considered “other housing costs” when it is very short-term and part of relocation expenses such as a need to stay in a hotel for a few days between moving from one apartment to another. Relocation expenses are allowable for a household if they’ve been temporarily or permanently displaced due to the COVID-19 outbreak.

Poll Time

- Housing stability services enable households to maintain or obtain housing. Services may include housing counseling, fair housing counseling, case management related to housing stability, housing related services for survivors of domestic abuse or human trafficking, attorney's fees related to eviction proceedings, and specialized services for individuals with disabilities or seniors that supports their ability to access or maintain housing.
 - **Is your agency/subgrantee providing housing stability services with T-RAP?**
- Providing assistance with an internet bill is an allowable type of financial assistance under Other Housing Costs.
 - **Are you having difficulties working with internet providers?**

Reminder

- Help us keep the rent assistance provider list up to date!

<https://deptofcommerce.app.box.com/s/wmkasqaygg221ridbjyv08ge25w5x7h7>

Thank you!



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