



# The Texas Emergency Rental Assistance Program (TERAP) – Fact Sheet

## Program Overview

The Texas Emergency Rental Assistance Program (TERAP) administered by the Harris County Community Services Department helps eligible Harris County tenants economically impacted by the COVID-19 pandemic stay in their homes, by providing up to six months of rental assistance. Assistance is available for both tenants who have been sued for eviction or tenants struggling to pay their rent.

Assistance can be used to pay the full contracted rent within the limits noted below and within the written guidelines of the Administrator, for at least one month of rental payments going forward and up to five months in arrears, for up to a total of six months. Any rental payments going forward must be for consecutive months.

LANDLORD/UNIT	TENANT/HOUSEHOLD
<p><b><u>Eligibility Requirements</u></b></p> <ul style="list-style-type: none"> <li>• Assistance for rent no older than April 2020</li> <li>• Contract rent for the household assisted may not exceed the TDHCA maximum limits</li> <li>• <b>Units that are already receiving project-based assistance or are public housing units are INELIGIBLE</b></li> <li>• <b>Units owned by a unit of government may be ineligible</b></li> </ul>	<p><b><u>Eligibility Requirements:</u></b></p> <ul style="list-style-type: none"> <li>• Household income below 80% of Area Median Income (AMI)</li> <li>• Household has been financially affected by COVID-19 pandemic</li> <li>• <b>Tenants are INELIGIBLE if they are receiving tenant-based voucher assistance, are in a unit that receives project-based assistance, or are in public housing</b></li> </ul>
<p><b><u>Documents Needed:</u></b></p> <ul style="list-style-type: none"> <li>• Completed IRS W-9 form</li> <li>• Copy of the executed lease with the tenant or if no written lease, required certification proving tenancy and ability to provide proof of tenancy (e.g. cancelled check or money order)</li> <li>• Documentation of Missed Payments (ledger, etc.)</li> <li>• Landlord form completed</li> </ul>	<p><b><u>Documents Needed:</u></b></p> <ul style="list-style-type: none"> <li>• Personal ID or ID (e.g. utility bill, voter registration form, or school registration form)</li> <li>• Copy of the executed or signed lease or if no written lease, required certification proving tenancy</li> <li>• Income: evidence of eligibility under other qualified program.** OR income evidence for past 30 days</li> </ul>
<p><b><u>You Will Be Required to Certify:</u></b></p> <ul style="list-style-type: none"> <li>• <b>PROOF OF TENANCY:</b> If no written lease, you must certify lease term, rent amount, and ability to provide proof of tenancy.</li> <li>• <b>NO DUPLICATION OF BENEFITS:</b> You have not received assistance from another program for the same months of rent for this client and will not apply in the future. You will reimburse the TERAP within 10 business days if you receive rent payment for this same time period.</li> <li>• <b>NON-EVICTION:</b> You will release the tenant from payment liability for this time period, waive all claims raised if there is currently an eviction case, and not evict the tenant for the period covered by the TERAP.</li> <li>• <b>FEES FORGIVENESS:</b> You will waive late fees/penalties and not pass court fees to the tenant.</li> </ul>	<p><b><u>You Will Be Required to Certify:</u></b></p> <ul style="list-style-type: none"> <li>• <b>PROOF OF TENANCY:</b> If no written lease, you must certify lease term, rent amount, and ability to provide proof of tenancy (e.g. through utility bill, cancelled check or money order).</li> <li>• <b>NO DUPLICATION OF BENEFITS:</b> You have not received rental assistance for the same months of rent and will not seek such assistance in the future for the covered months.</li> <li>• You have not previously received rental assistance funded with CARES funds that, together with this assistance, will exceed 6 months in total.</li> <li>• <b>COVID-19 IMPACT:</b> Your household has been economically impacted by the COVID-19 pandemic</li> </ul>

\*\*You are considered eligible and need no other supporting documentation, if you have evidence that 1) your household is of 6 or less members and is currently receiving assistance under SNAP, SSI, Medicaid for the head or c-head of household OR 2) you are living in a rent restricted property and have evidence of an income certification from that property dated on or after April 1 2020, but within twelve months of the TERAP application.