

The CITYFEPS Rent Supplement Program

Fact Sheet

What is the CITYFEPS Rent Supplement Program?

The CITYFEPS Rent Supplement Program can help eligible families with children at risk of entry to shelter and those already in shelter to secure permanent housing. The number of households that can be approved to receive the CITYFEPS Rent Supplement will be limited due to available funding. Potentially eligible families will be connected with CITYFEPS providers (community-based organizations), which will assist the family in completing an application and locating housing.

What are the eligibility requirements?

In general, these are the eligibility requirements for the program:

First, the household must consist of a family (including at least one child) who:

- Resides in a New York City Department of Homeless Services (DHS) or New York City Human Resources Administration (HRA) shelter and within the 12 months prior to entering the City shelter system, has been evicted or left a residence in New York City that was the subject of an eviction proceeding or had to leave such a residence because of a vacate order issued by a City agency or a foreclosure action or for health and safety reasons as determined by a City agency, **OR**
- Includes a survivor of domestic violence as certified by HRA and either resides in DHS shelter and is eligible for HRA shelter or resides in an HRA shelter and has reached the maximum time limit for residence in an HRA shelter, **OR**
- Is at risk of entry into DHS shelter as determined by HRA in consultation with DHS and within the last 12 months has been evicted or has lived in a residence in New York City that was or is the subject of an eviction proceeding, a vacate order issued by a City agency or a foreclosure action, or was or is required to leave such a residence for health or safety reasons as determined by a City agency **OR**
- Resides in a DHS shelter that has been identified by DHS for imminent closure.

Second, the household must:

- Be eligible for Public Assistance in the community.
- Have an Active or Single Issue Public Assistance case.

Finally, the household must obtain a lease for, or agreement in writing to rent, a residence with a rent that is within CITYFEPS rent levels and is protected from rent increases for at least one year except as authorized under rent stabilization laws and rules or HUD regulations.

How long does the program last?

So long as funding for the program remains available and the family remains eligible, there is no time limit for this program.

What is the amount of rental assistance available and how much do eligible families have to pay toward rent?

Once a household is enrolled in the CITYFEPS Rent Supplement Program, its entire rent will be paid to the landlord through the household's Public Assistance shelter allowance and the CITYFEPS rent supplement amount. There are two important exceptions:

- 1) If the household has income such as employment income that is budgeted on its Public Assistance case and if, as a result, the shelter allowance that is paid to the landlord is less than the standard shelter allowance for the household size, the household must pay the difference directly to the landlord.
- 2) If the household includes someone who does not have to be on the Public Assistance case and has income, such as a family member with SSI, the family will be required to pay a portion of this other income towards the rent, the family may be entitled to a higher maximum rent level for the CITYFEPS program, and the CITYFEPS rent supplement amount may be reduced.

The amount of a household's CITYFEPS rent supplement will depend on household income and number of people in the household. The supplement amount will be established at the time the household is approved to participate in the program by HRA and may change if the number of individuals on the Public Assistance case changes or the household's shelter allowance changes in accordance with Public Assistance budgeting rules or the income of household members not on the Public Assistance case changes. The CITYFEPS rent supplement amount will be discontinued if the family no longer has a Public Assistance case or no longer has a child under 18 years of age, or under 19 years of age who is a full-time student regularly attending a secondary school, or the equivalent level of vocational or technical training.

The standard maximum rent amounts, which include heat and hot water, are listed in the chart below.

Please note that landlords are not allowed to charge any fees other than what is legally stated in the lease. Households should not agree to any side deals and should immediately inform HRA about any such requests by calling 311 or 929-221-0043.

All leases are between the tenant and the landlord, and the City is not a party to the lease.

| CITYFEPS Program Maximum Rent Chart | | | | | | | | | | |
|-------------------------------------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Family Size | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Max Rent | \$1,213 | \$1,268 | \$1,515 | \$1,515 | \$1,956 | \$1,956 | \$2,197 | \$2,197 | \$2,530 | \$2,530 |

****Attention Clients****

It is important that you meet with the CITYFEPS Provider we are connecting you with before you look for an apartment, so you can be sure you know the maximum level rent you are entitled to under the program and what your rent obligations will be.

CITYFEPS Example

In general, a household's maximum rent and maximum rental assistance levels will be based on the number of people in the family who are active on the Public Assistance case. The following are two examples of standard maximum rent and rental assistance amounts. In the second example, the family has employment income which reduces their Public Assistance shelter allowance. The family will then pay the remainder of the rent from that income.

| | | | |
|------------------------------|---------|-------------------------------|-----------------------------|
| Family Size (on PA): | 4 | Family Size (on PA) | 4 |
| Maximum Rent: | \$1,515 | Maximum Rent: | \$1,515 |
| Monthly Household Income: | \$0 | Monthly Household Income: | \$1,200 (employment income) |
| Monthly PA Shelter Allowance | \$450 | Monthly PA Shelter Allowance: | \$386 |
| Client Contribution | \$0 | Client Contribution: | \$64 |
| Monthly Rent Supplement: | \$1,065 | Monthly Rental Assistance: | \$1,065 |

How does a family find an apartment and sign a lease?

The CITYFEPS Provider will explain CITYFEPS in more detail to clients and will assist them in locating a qualifying CITYFEPS apartment. For families in shelter, their housing specialist or case manager is also available to provide assistance.

Families who are approved for CITYFEPS may be eligible to receive a furniture allowance and should work with their case manager at their shelter to arrange for moving assistance. Landlords will receive four months up-front rent (or one month full rent and an additional three months up-front rent supplement), as well as a security deposit voucher.

What help can landlords and families receive once they are participating in the program?

HRA's Rental Assistance Call Center, reachable at 929-221-0043 can help both landlords and tenants with program information, aftercare referrals and payment inquiries.

Additionally, families who have left shelter can receive ongoing support services.

- Families who have left a DHS shelter may call 929-221-0043 or 311 to find their local Homebase homelessness prevention office.
- Families who have left an HRA shelter should call 929-221-7270 to be connected to their local community-based nonresidential program.

The information in this program description provides a general overview of the CITYFEPS rent supplement program. It is not intended to provide full details concerning the operation of the program.