

CERA PROGRAM



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HAWC



A Program of The Salvation Army



What is CERA?



The COVID Emergency Rental Assistance Program (CERA) is designed to keep residents in their home during the COVID-19 pandemic. Rental, utility and internet assistance in the amount of 560 million dollars will be distributed throughout counties in the state of Michigan.



Local Overview



CERA Funding will be administered by MSHDA and locally will be a partnership between HAWC, SOS, OCED, Legal Services and the local courts. The CERA application can be completed via online portal or paper application. CERA will run through December 31, 2021.



Who is Eligible?

CERA serves renter households that have incomes less than 80% of Area Median Income (AMI) who meet the following conditions:

- Individual(s) in the household has qualified for unemployment benefits or has experienced a reduction in household income, incurred significant costs, or has experienced other financial hardship due directly or indirectly to the coronavirus outbreak; and
- Individual(s) in the household can demonstrate a risk of experiencing homelessness or housing instability evidenced by a past due utility or rent notice.

Who is not Eligible?

- Households that have incomes over 80% AMI.
- Households that cannot show a COVID hardship or risk of homelessness or housing instability.
- Households that are home owners, land contract holders or that live in commercial properties.
- Renter households that are not behind on either rent or utilities.

Washtenaw Income Guidelines

Washtenaw	1	2	3	4	5	6	7	8
50% AMI	35,550	40,600	45,700	50,750	54,850	58,900	62,950	67,000
80% AMI	54,950	62,800	70,650	78,500	84,800	91,100	97,350	103,650

COVID Hardships

Type of COVID Hardship	Best Documents to Show Proof	Alternate Documents to Show Proof
A member of my household qualified for unemployment after March 13, 2020	Unemployment Monetary Determination Letter OR screen shots from unemployment website showing payments and person's name	Signed letter from applicant stating the time period they received unemployment benefits
A member of my household has had a 10% reduction in income after March 13, 2020	Signed letter from applicant outlining your original hours and pay rate and reduced hours and pay rate during the COVID outbreak	
A member of my household has incurred significant costs (over \$500) after March 13, 2020	Signed letter from applicant stating what type and amounts of increased expenses the household incurred during the COVID outbreak	
A member of my household experienced other financial hardship (over \$500) after March 13, 2020	Signed letter from applicant stating what type of financial hardship they occurred during the COVID outbreak	

Documents



Drivers License or State ID



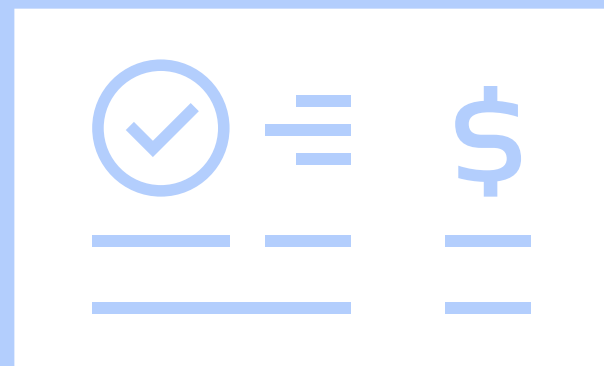
Past due rent notice or Notice to Quit, Court Summons or Complaint or Judgement



Lease (if there is one)



Landlord's e-mail address



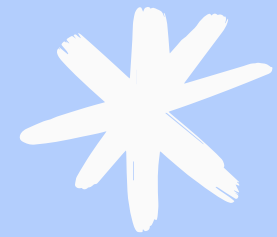
First two pages of 2020 IRS form 1040 or proof of income for the past 30 days



Copy of utility statements tenant is responsible for and internet bill/statement if applicable




Application Process: Online Application



www.ceraapp.michigan.gov



 MSHDA™
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

Michigan - CERA

Tenant First name

Tenant Last name

Tenant Email

Landlord / Agent Email

Application Process:

Paper Application

- For clients who may have difficulty completing an application online, paper applications are available.
- Clients who need a paper application can call the HAWC intake line: 734-961-1999.
- HAWC staff will help clients complete paper application.

Rental Assistance

How much rental assistance be received?

- Up to 50% AMI: Up to 12 months of rental assistance
 - Included within the 12 months, 3 months can be used for future rent assistance
- 50-80% AMI: Up to 10 months of rental assistance
 - Included within the 10 months, 3 months can be used for future rental assistance
- Tenants can apply for an additional 3 months if necessary, for housing stability

*The per month program limit is 150% of the HUD Fair Market Rent based on home size and county

Utility Assistance



Household Size	Maximum Total One Time Utility Payment (Includes Future Payment)	Maximum Future Utility Payment as a Credit
1-2 persons	\$1,500	\$300
3-4 persons	\$2,000	\$500
5+ persons	\$2,500	\$500



Home Internet

A flat \$300 internet stipend is available for households that have home internet and include a recent internet bill/statement in their application package. The \$300 payment will be made to either the internet service provider or the tenant.

Landlord Participation

 What documents does the landlord need to provide? 

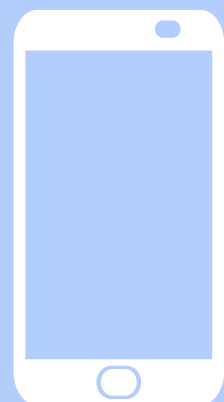
- Completed CERA Landlord Application
- Copy of lease (if a written one was completed)
- Ledger showing tenant's payment history in 2020 and 2021
- W9
- Verification of court costs (if applicable)

Questions?



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Please have clients call the HAWC Intake Line: 734-961-1999

