Multnomah County Intellectual and Developmental Disabilities Services
Short Term Rent Assistance Program

OREDAP - Emergency Rent Assistance Program

Eligibility Guidelines - FY 24-25

Purpose: The OREDAP Emergency Rent Assistance Program provides rent assistance to prevent households from experiencing evictions and homelessness.

Eligible Households: To be eligible for the program, households must ==meet all 4 of the below requirements==. There is no citizenship requirement for these funds.

1) ==A minimum of one member of the household is enrolled in Mult. Co. Intellectual and Developmental Disabilities services.==

2) ==Resident of Multnomah County==

3) ==Household must be homeless or have received a termination/eviction notice for non-payment of rent.== (10-day non-payment notices will suffice)

4) ==Gross household income at or below 80% of Area Median Income==
   - Income is based on the prior 30 days of income at time of application, or the household's total income for calendar year prior. Income includes the current gross income of all household members.

Gross Area Median Income (effective May 2024)								
Household Size	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**
80%	$66,080	$75,520	$84,960	$94,400	$102,000	$109,520	$117,120	$124,640

Eligible Expenses:

- **Current Rent –** rent assistance for current month
- **Future Rent –** one month of future rent is allowable per application.
  - Future rent due beyond 30 days from application date is not eligible.
- **Rent Arrears –** allowable for rents charges beginning January 2024
- **Utilities paid to Landlord -** utility amounts required to be paid to the property manager can be included in requested rent/rent arrears amount. (Example - water, sewer, garbage fees paid to the property manager)
- **Late Fees**
- **Application Fees –** Available to homeless/evicted applicants only
- **Security Deposits –** Available to homeless/evicted applicants only.

Amount of Financial Assistance and who can receive payment:

- **AMOUNT OF ASSISTANCE:** Eligible households may apply for a maximum of <mark>3 months of assistance per application.</mark> There is no maximum financial limit of assistance per household. (updated 5/1/25)
- **REAPPLYING FOR ADDITIONAL ASSISTANCE:** Applicants can reapply for additional assistance 1 month after receiving their last assistance payment from the IDD Short Term Rent Assistance Program. (updated 4/1/25)
- **All assistance is paid directly to the party to whom funds are owed.** Assistance cannot be provided directly to the applicant or their family, or be used to reimburse the applicant for their expenses.

Process for Requesting Funds:

Refer to our [Short Term Rent Assistance website](#) for updates regarding when new applications for assistance can be submitted.

1) **Complete the OREDAP Application Form**
   a) Application can be downloaded from our [Short Term Rent Asst. website](#).
2) **Submit supporting documentation with the application:**
   a) <u>Verification of the last 30 days income for all household members.</u>
      - Verification should come from the source of the income.
         (1) If income verification documents are not available, self-certification of income is allowed if necessary due to:
            (a) A reasonable accommodation for a person with disabilities,
            (b) Extenuating circumstances related to pandemic,
            (c) Lack of technological access
         (2) If self-certifying income, complete the Declaration of Personal Income form available for download on our [Short Term Rent Asst. website](#).
   b) <u>Copy of Non-Payment/Eviction Notice or proof of homelessness.</u>
   c) <u>Proof of Payment being requested</u> – **Written verification of charges pertaining to the assistance being requested** (Ex. – Rental Agreement, Rental Ledger, Non-Payment/Eviction Notice)
   d) <u>Copies of Photo ID for all adults.</u> (Ex. – State Issued ID [expired ok], Passport, Immigration Card)
3) **Email the application and supporting documents to iddhousingassistance@multco.us.**
   a) Our program will respond via email and may have additional questions or require additional documents.
      - If requested supporting documentation is not received within 30 days of the application date the request will be denied.

- If the application is approved you will receive approval information via email. Additional documentation will need to be completed prior to the payment of assistance.
- Requests that do not meet the criteria for the program will be denied and you will receive the denial via email with grievance and appeal information attached.

b) If funds for the month have been exhausted your application will be placed on a waitlist for funds in the following month.

Signature Requirements on required housing assistance documents: Physical signatures are required.

Exceptions: If it is not possible to obtain a physical signature in a timely manner, verbally approved signatures are permitted (via phone, email, text messaging, etc.). The case manager, on behalf of the tenants, may sign documentation electronically if signature approval was granted by each adult.

If using electronic signature complete the following steps:

1) Case Manager (CM) will email the required documentation to the tenants and ask them to review it. If the household does not have email the CM will discuss the contents of the paperwork with the tenant over the phone.
2) **Each adult** will need to send you an email or text approving you to sign the housing assistance documents on their behalf. If the household does not have email, CM will need to obtain verbal approval from each adult over the phone.
3) **Signature Verification Form: If the household approves CM to electronically sign housing assistance documents on their behalf, CM will need to complete the Signature Verification form.**
4) CM will complete the housing forms packet and type in the names of each adult in the household and dates signature approval was granted.
5) CM will send a copy of each adults' approval email or text and the Signature Verification form to: iddhousingassistance@multco.us

For additional information please contact:
Name: Natasha MacDonald
Email: iddhousingassistance@multco.us (email is preferred)
Phone: 503-988-6273