



Minnetonka Emergency Rental Assistance Program Guidelines (For households impacted by COVID-19)

Purpose

On April 20, 2020, the Minnetonka City Council approved temporary funding to establish an emergency rental housing assistance program for Minnetonka residents. The purpose of the program is to prevent the displacement of households impacted by COVID-19.

The emergency funds will be distributed by [Intercongregation Communities Association \(ICA\)](#), a local organization that has partnered with the city for more than 15 years to provide food shelf services, employment and emergency rent assistance to Minnetonka residents.

Eligibility

Minnetonka renters that earn up to 120 percent of the area median income and **meet all eligibility qualifications** may apply for assistance.

Qualified households may receive a one-time payment of up to \$1,500 to assist with rent and utility expenses.

- Eligible household income limits* include:
 - One person: up to \$84,000
 - Two people: up to \$96,000
 - Three people: up to \$108,000
 - Four people: up to \$120,000

** 2019 Hennepin County Housing and Urban Development income limits*

- Households must provide evidence of financial hardship related to COVID-19 and inability to afford housing costs **this month**. Examples include medical bills, bank statements, letters of job termination or late rent notices.
- Must provide evidence of job loss, lost wages or lost income due to COVID-19.
- Households must provide evidence of an application for unemployment benefits and/or emergency assistance through Hennepin County.
- Before receiving consideration for this program, households currently receiving ongoing housing assistance, such as Section 8, or public housing assistance, must first be denied assistance or rent reduction from the existing program.
- Priority will be given to households with income below 30 percent of the area median income and are ineligible for unemployment insurance.

Ineligible Applicants

Assistance will not be provided to households that:

- Do not meet eligibility requirements.
- Have previously received Minnetonka Emergency Rental Assistance Program funds from the city.

Application and Review Process

Emergency Rental Housing Assistance application information will be available on the City of Minnetonka website at minnetonkamn.gov/coronavirus, and applications will be distributed by ICA.

ICA case management staff and volunteers will assist residents requesting emergency assistance via email or phone. In some instances, ICA case managers will complete intake questionnaires over the phone to determine resident eligibility.

During the application process, ICA's case management staff will:

- Request documentation from applicants that support the request for emergency rental housing assistance due to COVID-19 related impacts.
- Contact applicants to discuss current household budgets for rent, healthcare, transportation, food, utilities and more.
- Assist families with prioritizing budgets and provide information on other available resources.
- Help households determine how much assistance is necessary to ensure the current or following month's rent is paid.

Rental assistance is provided directly to the landlord/property manager.

How to apply?

Contact ICA at 952-938-0729 to learn more about the program and apply for assistance.