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# MEMORANDUM

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Date: December 9, 2022

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Leshner   
County Administrator

Re: **Emergency Rental Assistance Program Update**

To date, Pima County has received a total of \$59,206,668 under the federal Emergency Rental Assistance Program (ERAP). This was provided in two separate components – ERAP 1 and ERAP 2. Attached is the list of relevant memoranda sent to the Board pertaining to ERAP from its inception. (Attachment 1) The table below delineates the initial allocations and reallocations awards and notes the amounts obligated and expended for each, as well as the number of households served.

	Funds Allocated	Funds Expended	Percentage Obligated	Percentage Expended	Households Served
ERAP1	\$15,188,622.60	\$15,188,622.60	100%	100%	2,454
ERAP1 Reallocation 1	\$11,000,000.00	\$10,631,233.30	99%	96%	1,726
ERAP1 Reallocation 2	\$6,000,000.00	\$4,017,268.06	84%	67%	966
ERAP2	\$12,018,046.20	\$10,592,455.09	98%	88%	1,721
ERAP2 Reallocation	\$15,000,000.00	\$843,485.48	19%	6%	862

I have previously notified the Board of discussions with the Arizona Department of Economic Security (ADES) for further state-level reallocated resources to allow ERAP to run through June 30, 2023. Unfortunately, no further state reallocations will be forthcoming and ADES anticipates exhausting its ERAP2 funds by April 2023. Pima County will apply to the U.S. Treasury for a direct federal reallocation of another \$15 million when the federal application portal reopens in January, however under the best of circumstances such funds if awarded would not start flowing until March.

At this time, we must plan for the exhaustion of all ERAP funding as soon as February 2023.

For that reason, effective December 14, 2022, the online application portal will cease to accept new inquiries. More detail on the specifics of the wind-down plan is provided by Community & Workforce Development Director, Dan Sullivan in the attached memorandum. (Attachment 2)

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Since the pandemic began, the County has assisted individuals and families to remain in their homes. The federal ERAP program constitutes the largest most significant component. However, other important investments in this space include the Emergency Eviction Legal Services program, creation of a Constable social-worker position, hotel emergency housing for recently evicted families, and funding a Judge Pro Tempore position to establish an eviction court within the Pima County Consolidated Justice Court. These functions not funded with federal ERAP resources will continue beyond the ERAP wind-down.

In addition, Pima County administers another \$4.1 million in other federal rent and utility assistance on an ongoing basis. Note that these federal dollars are significantly more restrictive in that they have lower income eligibility thresholds, require referral through the coordinated-entry process, and cover shorter time periods. These funding sources are clearly insufficient to meet the current community need.

Based on the totality of these circumstances, I have directed staff to plan for the end the Emergency Rental Assistance Program altogether when current funds are exhausted in February of 2023. This will include significant communications efforts to ensure that participants and those seeking services are notified as soon as possible about the end of the program. Should additional federal funds become available, the program would ramp up for the limited timeframe made possible by those additional funds.

The Emergency Rental Assistance Program is a federal program established to help Americans recover from the impact of the pandemic, which caused millions of Americans face deep rental debt and fear evictions and the loss of basic housing security. The infrastructure created by the County to administer these resources has performed well and assisted thousands of families remain in their homes.

JKL/dym

#### Attachments

c: Carmine DeBonis, Jr., Deputy County Administrator for Public Works  
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer  
Steve Holmes, Deputy County Administrator  
Dan Sullivan, Director, Community & Workforce Development  
Regina Kelly, Director, Grants Management & Innovation Office

# ATTACHMENT 1

## Prior ERAP Memoranda

- [June 16, 2020 – Updated Eviction Information](#)
- [July 29, 2020 – County Response and Prevention Efforts Regarding COVID-19 Related Evictions](#)
- [September 10, 2020 – Applications for Rental and Home Energy Assistance](#)
- [March 12, 2021 – Emergency Rental Assistance Program Capacity in Pima County](#)
- [March 19, 2021 – Various Federal Programs and Funding Allocations Associated with Emergency Rental Assistance, Low Income Energy Assistance, Food Supplements, and Other Programs to Ease Eviction Pressures](#)
- [April 5, 2021 – Emergency Rental Assistance Program Update](#)
- [March 14, 2021 – Pima County Emergency Rental Assistance Update](#)
- [June 10, 2021 – Report on Rental Assistance Program](#)
- [June 24, 2021 – Updated on the Emergency Rental Assistance Program known as ERAP 1 and ERAP 2](#)
- [August 6, 2021 – Emergency Rental Assistance Program Update](#)
- [August 24, 2021 – Office of Emergency Eviction Legal Services](#)
- [September 16, 2021 – Emergency Rental Assistance Program and Emergency Eviction Legal Services Updates](#)
- [December 6, 2021 – Emergency Eviction Legal Services Update and Board of Supervisors, December 7, 2021 Agenda Item 19 \(Procurement – Legal Services\)](#)
- [March 8, 2022 – Update on Emergency Rental Assistance Program](#)
- [July 21, 2022 – Federal Eviction Rental Assistance Program Update](#)
- [September 14, 2022 – Additional Information for the Board of Supervisors September 6, 2022 Meeting – Emergency Rental Assistance Program – Consent Item No. 2](#)
- [October 31, 2022 – Emergency Rental Assistance Program October Update](#)

# ATTACHMENT 2



Date: December 7, 2022

To: Jan Leshner  
County Administrator

From: Dan Sullivan   
Community & Workforce Development  
Director

Francisco García  
Deputy County Administrator and Chief  
Medical Officer

Re: **Plan for Emergency Rental Assistance Program Wind-Down**

In order to allow for a wind-down of the Emergency Rental Assistance Program (ERAP) that is efficient and humane, our Community & Workforce Development Department will take the following steps:

1. Effective December 14, 2022, the online application portal ([tucsonpimaep.com](http://tucsonpimaep.com)) will cease to accept new inquiries.
2. CWD will attempt to contact all individuals currently in the portal at least twice, by both email and text message (in English and Spanish). Those still in need of assistance will be directed to the ERAP hotline at (520) 724-2505.
3. In addition to statutory prioritization of very-low-income households, we will prioritize applicants already engaged with the hotline for immediate assignment to case managers.
4. As has been the case throughout the program, the case manager will offer other CWD services, including job assistance. Federal law does prohibits making such mandatory. A list of other community resources available will also be provided.
5. CWD will process an amendment to extend a subrecipient agreement with the Sunnyside School District Foundation (CT-CR-23\*046) beyond the current December 31, 2022 expiration date to allow them to provide services through the wind-down.
6. Pima County will retain control of the portal and its associated infrastructure, so that in the event additional funding becomes available it can be reopened quickly.
7. CWD is working internally and with Human Resources on a layoff plan with a goal to recruit existing ERAP-funded staff within CWD or to other available County positions to the maximum extent possible.