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# MEMORANDUM

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Date: April 5, 2021

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

From: C.H. Huckelberry  
County Administrator *CHH*

Re: **Emergency Rental Assistance Program Update**

I am providing you an update of the status of our Eviction Prevention Program. Emergency Rental Assistance Program funds were deposited by the Department of the Treasury on March 8, 2021 in the amount of \$12,969,760.

The initial focus is to provide rental and utility assistance to 5,700 households. As of March 31, 2021, our Community Action Agency obligated \$510,602 to 861 households. Payments have been mailed to 91 landlords. We entered into a contract with Community Investment Corporation two weeks ago. Since then they have obligated an additional \$147,000 to 44 households and are currently processing those payments.

Attached is Community and Workforce Development Director Dan Sullivan's memorandum and rental assistance report. I will continue to keep you apprised of our progress.

CHH/lr

Attachment

c: Jan Leshar, Chief Deputy County Administrator  
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer  
Health and Community Services  
Dan Sullivan, Director, Community Workforce Development  
Lisa Royal, Program Manager, County Administration




**PIMA COUNTY**


COMMUNITY & WORKFORCE  
DEVELOPMENT

MEMORANDUM

Date: April 2, 2021

To: C.H. Huckelberry, County Administrator

Via: Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer 

From: Dan Sullivan, Community & Workforce Development Director 

RE: **Emergency Rental Assistance Program Update**

The Tucson Pima Eviction Prevention Program is off to an excellent start. In just over two weeks since approval of the Community Investment Corporation (CIC) contract, the program is well underway in several key areas including the full onboarding of 73 staff members from 10 local social service agencies. This capacity is in addition to existing Pima County Community Action Agency capacity to support expedited case management and processing. Preplanning between the CARES Act program and the Emergency Rental Assistance Program has ensured the program is able to get to scale quickly.

The program's initial focus is to clear more than 5,700 households already identified as needing rent and utility assistance. Each case manager has been assigned multiple cases to follow to completion. For peak efficiency and depending on individual capacity, case workers will be working on 10-40 cases at any given time.

ERAP funds were deposited by the Department of the Treasury March 8. As of March 31, 2021, 861 households are currently in the process of receiving assistance. Currently, \$657,602 is in the process of being paid to landlords, which represents \$147,000 from CIC and \$510,601 from CAA.

The average time to compile a complete assistance packet in the fall of 2020 was two weeks. This is mostly a function of landlord and tenant responsiveness. The average review of a complete packet and payment of assistance was 3 business days. Still, in the fall of 2020, tenants could self-attest to their income and gathering/reviewing documentation to prove income was not required. In contrast, ERAP requires income verification. It is still unclear how much this will impact processing times.

Program data shows applications from Spanish-speaking households are disproportionality low. In order to ensure complete community coverage, CIC will launch a targeted Spanish Language Marketing effort to begin April 5, 2021. In addition, CIC will begin to produce Layering Heat Map Data to support Pima County targeted outreach to low-income communities that are not currently applying for the program.

**COVID-19 Related Eviction Rental Assistance Report - obligations and direct assistance to households as of**

3/31/2021

Data from Community Action Agency/Emergency Services Network Database  
Community and Workforce Development Department

**FEDERAL - RENTAL ASST, UTILITIES, EVICTION PREVENTION**

	TERM DATES	Obligated (applications approved)			Paid (checks issued) by CAA	
		Funds Allocated*	Funds Obligated	# of Households	Paid	# of Households
Emergency Rental Assistance (ERA) CAA Rental Assistance	12/31/2021	\$5,669,760	\$465,301	275	\$239,525	58
Emergency Rental Assistance (ERA) CAA Utility Assistance	12/31/2021	\$800,000	\$45,301	44	\$19,463	33
Coronavirus Relief Fund(CRF), CAA Rental Assistance (available CIC \$53,113.5 moved to CAA 12/14/20)	12/31/2021	\$3,678,114	\$3,677,474	1599	\$3,676,914	1468
Coronavirus Relief Fund(CRF), CAA Utility Assistance (available CIC \$325k moved to CAA 11/21/20)	12/31/2021	\$325,000	\$325,000	283	\$322,187	278
HUD Community Development Block Grant-CV (CDBG-CV), CAA Rent Assistance Program	9/30/2022	\$422,040	\$254,161	125	\$220,534	108
FEMA, Emergency Food & Shelter Program (EFSP) CARES (hotline one month payments)	5/29/2021	\$164,156	\$162,024	195	\$157,880	185
FEMA, Emergency Food & Shelter Program (EFSP) Additional Allocation	TBD	\$49,302	\$0	0	\$0	0
Health & Human Svcs (HHS), Low Income Home Energy Assistance Prg (LIHEAP-CARES) Utilities Only	6/30/2021	\$1,811,941	\$1,811,941	1640	\$1,563,345	1418
HHS Administration for Children and Families (ACF) - CSBG/CARES CSBG SFY2020 & SFY2021	9/30/2022	\$500,000	\$0	0	\$0	0
<b>TOTAL</b>		<b>\$13,420,313</b>	<b>\$6,741,202</b>	<b>4,161</b>	<b>\$6,199,847</b>	<b>3,548</b>

\*For direct assistance

**FEDERAL - DISTRIBUTED TO NON-PROFITS FOR DIRECT RENTAL ASSISTANCE**

CRF, CIC Agency Eviction Prevention Partnership (*) (Constable Program)	11/30/2020	\$2,795,960	\$2,795,960	899	\$2,795,960	899
Emergency Rental Assistance (ERA) CIC Rental Assistance	12/31/2021	\$6,000,000	\$147,000	44	\$0	0
Emergency Rental Assistance (ERA) CIC Utility Assistance	12/31/2021	\$400,000	\$0	0	\$0	0
<b>TOTAL</b>		<b>\$9,195,960</b>	<b>\$2,942,960</b>	<b>943</b>	<b>\$2,795,960</b>	<b>899</b>

**STATE**

Arizona Department of Housing (ADOH) COVID-19 Eviction Prevention & Rental Assistance (additional 300k amendment recd 12/10/2020 & contract extended through 3/31/2021)	3/31/2021	\$1,684,339	\$1,675,777	780	\$1,676,046	779
(4th ammendment recd 1/15/21 for an additional \$424,339)						
<b>TOTAL</b>		<b>\$1,684,339</b>	<b>\$1,675,777</b>	<b>780</b>	<b>\$1,676,046</b>	<b>779</b>

**OTHER UTILITIES**

TRICO (Rent, mortgage and utilities)	12/31/2020	\$105,690	\$71,985	93	\$70,385	90
<b>TOTAL</b>		<b>\$105,690</b>	<b>\$71,985</b>	<b>93</b>	<b>\$70,385</b>	<b>90</b>

**GRAND TOTAL**

<b>\$24,406,301</b>	<b>\$11,431,923</b>	<b>5,977</b>	<b>\$10,742,238</b>	<b>5,316</b>
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