North Coast Housing Connections

NOTICE OF MINIMUM RENT

Minimum rent refers to the minimum total tenant payment (TTP) and includes the combined amount a family pays toward rent and/or utilities when it is applied.

"Subject to minimum rent" means the minimum rent was the greatest figure in the calculation of the greatest of 30 percent of monthly-adjusted income, 10 percent of monthly income or minimum rent.

HCVP will notify all families subject to minimum rents of their right to request a minimum rent hardship exemption.

MINIMUM RENT HARDSHIP EXEMPTION REQUESTS

A family may request an exception to the minimum rent based on financial hardship. Two types of exemptions may be granted:

1) **TEMPORARY HARDSHIP:**

   The qualifying financial hardship is temporary in nature. A minimum rent will not be imposed for a period of up to 90 days from the first day of the month following the family's request for exemption. At the end of the temporary suspension period, the minimum rent will be imposed **retroactively** to the time of suspension. The family will be offered a reasonable **repayment agreement**.

2) **LONG-TERM HARDSHIP:**

   The financial hardship is long-term and falls under one of the qualifying hardship criteria. The family will be exempt from the minimum rent requirements for as long as the hardship continues. The exemption from minimum rent shall apply from the first day of the month following the family's request for exemption.

Requests must be made on the application form included with this notice and forwarded to the NCHC administrator.

HARDSHIP EXEMPTION CRITERIA

A family's circumstances must fall under one of the following HUD hardship criteria:

- The family has lost eligibility or is awaiting an eligibility determination for federal, state or local financial assistance.

- The family would be evicted because of the imposition of the minimum rent requirement.

- The income of the family has decreased because of changed circumstances, including loss of employment, death in the family and other circumstances as determined by the HCVP or HUD.