

# CHESTERFIELD EMERGENCY RENT AND UTILITY ASSISTANCE-2 (CERA-2)

## How you can apply as a landlord!

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### Who qualifies for this program?

Chesterfield County Renters who fit the following criteria:

- Has a valid lease in their name
- Has experienced a financial hardship due to the Coronavirus Pandemic
- Household rent must be at or below 100% ERAP Fair Market Rent
- Household's current gross monthly income is at or below 80% Area Median Income for the household size

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### How do you apply on the behalf of your tenants?

Please email completed applications to [chesterfieldlandlord@actsrva.org](mailto:chesterfieldlandlord@actsrva.org).

Please submit one email per client. You must also attach the supportive documents to the email when making the referral. Upon sending the email, You will get a response of our receiving it in our queue. Please allow up to 14 days for an approval or denial.

### Required Documentation from Client Required Documentation from Landlord

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|----------------------------------|--|
| • Complete referral packet       | • W-9 (only required for first submission) |
| • Photo ID for client            |  |
| • Lease or utility bill          |  |
| • Most up to date ledger         |  |
| • Income verification for client |  |

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### How much assistance can my tenant receive if approved?

The Chesterfield Emergency Rental and Utility Assistance Program-2 (CERA-2) is a continuation of The Chesterfield Emergency Rental and Utility Assistance Program (CERA) a grand total of 18 months of rent and utilities assistance spanning both programs. Past due rent having occurred no earlier than April 1, 2020.

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