

Application Period is Now Open

This rental assistance program is made possible through the Broward County Commission to the City of Pompano Beach, with funding from the federal CARES Act. The CARES Act enables the City of Pompano Beach to allocate emergency funding to residents who face pressing financial needs due to the COVID-19 pandemic.

The Office of Housing and Urban Improvement (“OHUI”) is reviewing and assessing applications received and amounts requested to determine next steps to further assist the public. Applicants will be notified of the status (approved, denied, more information needed etc.) of their application via email.

IF YOU HAVE ANY QUESTIONS, CALL 954-786-4659

APPLY ONLINE NOW:

CLICK THE LINK TO APPLY:

<https://portal.neighborlysoftware.com/copbfl/Participant>

About the Fund

- Months eligible for assistance are April, May, June, July, August and September 2020. Any additional months after will be considered, but it is the responsibility of each applicant to contact us via email to update your financial status for the consideration of additional assistance, subject to funding availability. OHUI will not accept any applications after October 30, 2020 or until funds are fully committed.
- CARES Act funds will be disbursed until funds are exhausted.
- The award is a grant and does not have to be paid back.
- Successful submission of an application is not a guarantee of funding.
- If approved, you will be notified via email, at the email address you provided on your application. Please do not call to check on application status, as this will only slow down the review and approval process.
- Applicants must certify that they have not received duplicate assistance (i.e. County, State, Federal, City or Non-profit etc.) for the same period being requested from the City of Pompano Beach. The City reserves the right to verify this information by checking with other governmental or non-profit entities.

Am I Eligible

Eligibility Requirements

You are eligible to receive funds if you meet the following requirements:

- You or someone in your household experienced a documented loss or reduction in income related to COVID-19
- Due to the loss of income related to COVID-19, you were unable to pay your rent
- You are a resident of Pompano Beach
- Your landlord agrees to participate

You are not eligible to receive funds if:

- Your loss of income was NOT related to COVID-19
- You are not a Pompano Beach resident

You or someone in your household has already received or been approved for funds from Federal, State, City and non-profit sources for the same period for which assistance is being requested from the City.

- The household had enough funds to pay rent, but chose not to

Before you apply

Review the list of the required documents and start to gather your documents. Either scan or take a picture of them ahead of time, as you will need to attach them to the online application. If you need help, select the Technical Assistance section of this website.

It would be helpful and expedite the process if you can discuss this program with your landlord to determine if they are willing to work with you and the City of Pompano Beach OHUI to participate in this program. There will be documents they need to complete as a part of this process once they are contacted by a case manager. **Note:** This program is voluntary for landlords. If your landlord is not willing to complete the documents, you will not be eligible for assistance.

Due to the time constraints and volume of applicants, you will NOT be able to:

- Save your application to return and complete at a later time
- Edit your application after submission
- Upload supporting documents at a later time
- Track application status

Required Documents

- Copy/picture of valid government-issued photo ID (Florida Driver's license or Florida ID or passport) AND

If you are Employed/Formerly Employed, you must attach these three items:

- Letter from employer stating your job loss or reduced work schedule and hours, or completed [Income Verification Form](#) (attachment to the Income Verification Form to be used if you do not have a letter from your employer) AND
- Unemployment claim benefits letter or unemployment submitted application AND
- Paycheck stubs before COVID-19 AND if currently employed, current paycheck stubs with reduced hours or reduced pay.

If you are Self-Employed, you must provide evidence for loss of income including these three items:

- Most recent tax return AND
- Current profit and loss statement AND
- Unemployment claim benefits letter or unemployment submitted application.

The following documents are required for the applicant or the person(s) who experienced the loss or reduction in income related to COVID-19:

- Rental lease agreement or [Tenant Verification Form](#), completed by your landlord AND

- Late notice for past due rent/Eviction Notice or copy of general ledger from your landlord showing rent is past due.
- *Please note that a case manager may also request bank statements or copies of other documentation to demonstrate your loss or inability to pay your rent. If more than one person in the household experienced a loss of income due to COVID-19, please submit all requested documents for each person (for example, if two persons in the household lost their employment, please provide letters from both employers together when you upload the documents).*
- Copies of birth certificates, school ID or passport for each person under age 18 in the household.
- Copies of the Social Security benefits letter for each household member with a disability.
- Copies of IDs for each person in the household age 18 and over.

Technical Assistance

Due to the number of variables involved with individual computer set-ups and differences in internet service providers, Pompano Beach OHUI Call Takers are not able to provide individual internet connection technical support. If you experience technical difficulties, please work with your internet service provider to resolve them. Here are some quick and easy troubleshooting tips for you to explore:

- Recommended browser is Chrome
- Be sure JavaScript is enabled in your browser
- When you upload documents, upload ONLY documents saved as:
 - ❖ Microsoft Word (.doc, .docx)
 - ❖ Adobe Acrobat PDF Files (.pdf)
 - ❖ Image Files (.jpg, .jpeg, .bmp, .png, .tiff)

Or send an email to support@neighborlysoftware.com

Please note that only ONE application will be accepted per Neighborly Software System.

Having difficulty submitting your application?

Check to ensure:

- All fields of information requested have been completed
- All required attachments have been uploaded
- You have clicked on the Acknowledgement box

Once you have completed, the link to "Submit" will appear.

Any technical issues please email to support@neighborlysoftware.com

Apply

Application Period Opens Monday, October 7, 2020 at 8AM. Application Period will Close Friday, October 30, 2020 at 10PM. City reserves the right to extend this time period if sufficient applications are not received for all funding available.

Before you begin the online application process, please ensure that you have assembled all the documents you will be required to attach to your application. Remember your application must be completed in order to submit.

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