



STATE OF CONNECTICUT  
DEPARTMENT OF HOUSING



Ned Lamont  
Governor

Seila Mosquera-Bruno  
Commissioner

**TEMPORARY RENTAL HOUSING ASSISTANCE PROGRAM (TRHAP)**

**PHASE 2**

**I. STATEMENT OF OBJECTIVES**

**State of Connecticut Comprehensive Response to Housing Issues as a result of COVID-19**

Acting through the Department of Housing (DOH) and the Connecticut Housing Finance Authority (CHFA), the State of Connecticut has created the Temporary Rental Housing Assistance Program to respond to the housing issues associated with the advent of COVID-19. This program is intended to address the economic impact on rental housing stability.

The State will be offering assistance to landlords on behalf of renter households in order to prevent eviction actions. This will address both the arrearage caused by income loss and/or greater expenses due to COVID-19 that have negatively impacted a household’s ability to pay their full monthly rent over the next number of months.

**II. FUNDING AVAILIBTY**

Funding Available: \$40,000,000 from the CARES Act

**III. ELIGIBLE ASSISTANCE**

Eligible Households may receive up to \$4,000 in total assistance over the twelve-month period for rent due beginning March 1, 2020.

- A. Payments will be made directly to the Landlord/Property Manager on Household’s behalf.
- B. Assistance is calculated at time of application, and may include an arrearage component as well as a subsidy component up to March 1, 2021.
- C. Payment will be made in a lump sum directly to the landlord on the Household’s behalf.

**IV. ELIGIBLE APPLICANTS**

Renter Households must complete the application form and provide the following:

- A. The Renter Household must certify that the Household was negatively impacted by COVID-19 resulting in the Household’s inability to pay full rent on or after March 1, 2020.

Examples of Impact by COVID-19 (not limited to the following):

- 1. Job loss, furlough or layoff
- 2. Reduction in hours of work or pay



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- 3. Store, restaurant, business or office closure
- 4. The need to miss work to care for a home-bound, school age child or elderly person
- B. The rental must be the Household’s primary residence in Connecticut.
- C. The Household must not be receiving subsidy from a Federal or State rental assistance program.
- D. The Household’s current monthly income times 12 cannot exceed 80% of the Area Median Income.
- E. The Head of Household must be able to provide documentation of eligible immigration status (SSN or equivalent).

**V. APPLICATION PROCESS**

- A. Registration/Prequalification: All requests for assistance must be submitted via a Web Form. The Web Form may be accessed directly by Prospective Renter Households by visiting [www.chfa.org/TRHAP](http://www.chfa.org/TRHAP), or by contacting the Call Center at 860-785-3111.
- B. Whether entered directly or via the Call Center, all completed Web Form submissions will be collected daily for review.
- C. CHFA/DOH will validate the information provided, and will send an E-mail notification for each unique Web Form submission received, providing them with a Unique Identifier, and informing them whether they have been prequalified for assistance or deemed to be ineligible.
- D. If prequalified, the Renter Household will receive a subsequent email, and an Agent will reach out to them within ten (10) business days to complete the application process.
- E. If they are deemed ineligible, they will receive a subsequent email informing them as to why they were deemed ineligible. The Renter Household will have seven (7) days to appeal this determination.
- F. An Agent will work with the Renter Household to complete the following steps.
  - 1. Collect the completed TRHAP Application for Renters (Addendum 3) and all verification documents necessary to confirm program eligibility. For each factor to be verified, the Applicant must provide either one third-party document listed on the Acceptable Forms of Verification guides (Exhibit B-1 and B-2).
  - 2. Complete Addendum 1, TRHAP Total Payment Calculation Form.
  - 3. Complete outreach to the Landlord for completion of the necessary documentation for contracting and payment, including the Landlord Self-Certification (Addendum 8), a signed W-9 form, a Direct Deposit form and the Contract.
  - 4. The Agent must use the TRHAP Application Checklist (Addendum 7) to review the application documents collected and confirm that the Eligibility factors have been reviewed. On this document, the Agent can indicate whether the Applicant is eligible.
  - 5. Once the Renter Household, the Agent and Landlord complete the contracting process, the Agent must electronically transmit a complete package, including all Addenda and Contracting documents, to CHFA/DOH.

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For any questions, please contact [TRHAPinfo@ct.gov](mailto:TRHAPinfo@ct.gov).