

### Letter of Intent

In adopting Emergency Appropriation Resolution 2889 (as amended), we issue these instructions/guidelines to assist the program administrator, the Alaska Housing Development Corporation, in providing relief to Juneau residents.

The numbers of households and individuals who could qualify for support far exceeds the amount currently set aside for relief. According to HUD's 2019 income limits, 61.9% of Juneau households are low income, 48.0% are very low income, and 24.0% are extremely low income. Similarly, According to HUD's 2019 income limits, 63.9% of Douglas households are low income, 52.5% are very low income, and 24.6% are extremely low income.

Accordingly, we believe that triage will be required, even among those in the very low income category. We expect the following to the extent considered reasonable by the City Manager:

- to the extent reasonable and necessary, coordinating with other entities to reduce duplication of services.
- providing assistance, for rent due no earlier than April 2020, equal to the gap in the ability to pay, rather than in all instances the full amount of the rental obligation. Payments will be restricted to rent only, and should not include late fees or security deposits;
- undertaking a case-by-case review of each applicant to assess all resources in and available to the household. Three examples:
  1. Two roommates, each of whom qualifies, but when resources are pooled would reduce the overall payment.
  2. To the extent possible given uncertainties in the State unemployment system, for a household member has not yet received, but fully qualifies for the enhanced unemployment insurance payments, the full retroactive sum will be considered; and
  3. Situations in which a household receiving the rental assistance would lead to a reduction in or disqualification of an existing rental assistance.
- denying rental assistance for a rental unit owned by a government entity.
- returning all unencumbered monies existing on June 30, 2020.