

Unincorporated Alameda County
Housing Provider Viability Small Grant Program

\$975,000 of Coronavirus State and Local Fiscal Recovery Funds (ARPA)

Available for use in the Unincorporated County

Applications

The application will be submitted entirely through HCD's secure online application portal at [JotForm](#). **If you have any questions, please contact Stefani Katz at Stefani.Katz@acgov.org.**

Program Overview

The Unincorporated Alameda County Landlord Recovery Small Grant Program ("Program") was authorized by the Alameda County Board of Supervisors when it appropriated American Rescue Plan Act (ARPA) funds for a small business grant program in response to, and recovery from, the public health emergency and negative economic impacts of the COVID-19 pandemic. The Board provided ARPA SLRF funds to rental housing businesses operating in Unincorporated areas of Alameda County. This process will award \$970,000 to approximately 194 small rental housing businesses operating in the Unincorporated County. The Program goal is to address the loss of revenue to rental housing providers in the Unincorporated County related to abuse of the County's public health emergency eviction moratorium by providing one-time grant funding of up to \$10,000. There is no expectation of repayment. Funds are limited and not everyone who applies is guaranteed to receive funding. If the funding requests for all grant applications exceeds available funding levels, grants will be awarded by lottery. Payments will be made directly to rental housing business or sole proprietors who demonstrate ownership of the property. Property management companies are not eligible for payment.

Eligible Applicants

The Program is open to Alameda County based rental housing businesses **operating units in the Unincorporated County** with:

- Fewer than 12 employees
- Operate fewer than 25 units OR a single property with fewer than 35 units.
- Can demonstrate revenue losses or property damages related to the Covid-19 Pandemic (3/2020-4/2023) related to a unit in **Unincorporated Alameda County**.
- Did not receive an Emergency Rental Assistance Program (ERAP) payment equivalent to the loss described above.

Eligible uses

Eligible applicants can receive a one-time grant of up to \$10,000 for their rental housing businesses. The funds will not require repayment and are intended as general-purpose business assistance to mitigate the financial hardship stemming from the COVID-19 pandemic. There are no restrictions on the use of these funds. A business may only apply for and receive one grant, regardless of whether the business owns and/or operates multiple units in Alameda County.

Application Requirements and Documentation

Applicants must demonstrate loss of revenue and/or costs related to property damage from housing units located in the Unincorporated County during the period March 2020-April 2023. Due to federal restrictions, claims related to units which received ERAP payments MUST include reference to that payment as detailed below.

- Proof of ownership of the **Unincorporated County unit**.
- Evidence of financial loss related to the unit during the moratorium period.
- Statement related to ERAP payment(s) if necessary.
- A completed and signed W-9 form
- A completed and signed Alameda County Vendor Applications
- Self-certification of:
 - ERAP payments received.
 - Minor Home Grants received.
 - Monetary cost of adverse impact
 - Number of employees
 - Number of rental units in the Unincorporated County

Application Timeline

Alameda County HCD will administer the program. Applications will only be accepted thorough a secure digital form located [here](#). Applications will be reviewed by HCD staff for completeness and against the applicant eligibility requirements. Incomplete applications will not be reviewed. All valid applications are eligible to receive payments. If the number of eligible applications exceeds the available funds, awardees will be selected via the lottery process described below.

Written questions about applications and process should be directed to Stefani Katz, via email – Stefani.katz@acgov.org.

Lottery Methodology

If valid applications exceed available funds, HCD will run a single lottery for all business applications and assign each applicant a lottery rank through a random number generator. The lottery will be conducted via Zoom with observers present and the process used will also be recorded for transparency. The order businesses will be awarded funds will be determined by the lottery rank. Businesses will be contacted upon completion of the lottery to advise them of their award status and gather payment information.

Payments

Upon finalization of the list of awardees, awardees will receive a notice to expect payment. Awardees will have ten days to provide the County with their W9, Tax Id, and other relevant documentation as needed. Payments will be made with all deliberate speed in the form of a single check, mailed with appropriate documentation, mailed to the business address specified in the application.