



## MIDPEN RESIDENT RESILIENCY FUND: FREQUENTY ASKED QUESTIONS (FAQs)

### **Q: Who is eligible to apply for a Resident Resiliency Fund (RRF) award?**

A: MidPen residents who are listed as legal tenants at MidPen properties are eligible to apply (resident must be listed on the lease). Eligible residents must have no 3-day notices to pay or quit in their tenant files, for the last 12 months. Eligible participants must also be able to demonstrate financial hardship due to COVID-19.

### **Q: When can I apply for an RRF award?**

A: The RRF application window will start on Monday, June 15, 2020 and continue until Friday, June 26, 2020. All applications must be submitted no later than 5PM (PST) on Friday, June 26, 2020. No exceptions to this deadline will be made.

### **Q: How do I apply for an RRF award?**

A: Interested applicants can submit a paper application by asking their Services staff for a printed copy. Online applications are also available and interested applicants can email [RRF@midpen-housing.org](mailto:RRF@midpen-housing.org) to request a link or ask their Services staff for the application link information.

### **Q: What are the required documents that I must submit with my application?**

A: Applicants must provide verification of financial hardship due to COVID-19 via supporting materials. Supporting materials may include, but are not limited to:

- Letter from employer showing loss of work/furlough/reduced pay or hours
- Paystubs showing reduced pay/hours
- Bank statements showing reduction or loss of assets
- Receipts showing increased costs related to COVID-19 (e.g. day care, medical expenses)
- Self-affidavit if self-employed

Applicants must provide documentation that shows a change in their income as a result of COVID-19.

### **Q: How should I label my supporting documents when uploading them for the online application?**

A: Please name your supporting documents with this preferred naming convention: **Yourfullname\_Covid19Verification**.  
Example: JohnSmith\_Covid19Verification.

### **Q: What file types are supported by the online application?**

A: The online application accepts .pdf files.

### **Q: What are the RRF award amounts?**

A: Awards will be based on the applicant's household size. Households with 2 or less members would receive an award of \$400. Households with 3 or more members would receive an award of \$700. Awards will not exceed \$700. Submission of an RRF Application does not guarantee an award; MidPen Services makes no representation, promise, or guarantee of the amount of any specific RRF award until the RRF award is actually awarded.

### **Q: What can RRF awards be used for?**

A: RRF awards are intended to assist households gain or maintain financial stability during the COVID-19 pandemic. Awarded funds have no use restrictions, meaning awarded households are knowledgeable about their own economic needs and the ways to address, and may use the funds to meet their needs in the method that best fits their household.



**Q: How are RRF awards determined?**

A: The RRF Selection Committee will evaluate all complete applications upon the conclusion of the application window. The RRF Selection Committee will notify RRF award recipients by July 7, 2020; if you do not hear from the RRF Selection committee by this date, your application has not been approved.

**Q: If my RRF application is not approved, can I submit an appeal?**

A: Decisions of the RRF Selection Committee are final and are not subject to appeal. No application feedback will be provided during the application window.

**Q: When and how are RRF awards delivered?**

A: RRF awards are paid in the form of a check, directly made to the award applicant that is listed in the application form.

**Q: Will my RRF award impact my rent?**

A: If you have any questions about how or if an RRF award will impact your monthly rent, we recommend that you speak to your property's Community Manager.

**Q: Do I have to report my RRF award to the IRS?**

A: If you have questions about how or if an RRF award will impact your federal or state taxes, we recommend that you speak to your tax preparer. MidPen Services is not a tax professional, and cannot provide tax advice.

**Q: Can I apply for an RRF award if another member of my household applies?**

A: Only one RRF award per household will be awarded. Multiple applications for the same household will not be reviewed.