



## ***Eviction Assistance Program for Loudoun County***

### **Do I have to live in Loudoun County to receive help with my eviction under this program?**

Yes, The Eviction Assistance Program is for Loudoun County residents only. If you live in a different county, please check with your local Department of Family Services for programs in your area.

### **What if I own my home? Can you help me with overdue mortgage payments?**

No, The Eviction Assistance Program is only for Loudoun County residents who are renting their homes.

### **Do I need to have an actual lease to get help under this program?**

Yes, you must have a current, signed lease that covers you through the date you apply. You may submit an original lease along with a current amendment/extension of the lease. The lease must have your name on it and you must be living at the property referenced in the lease.

### **Besides a current lease, what other documents do I need from my landlord?**

Your landlord will need to provide a current ledger/statement showing how much you owe and a completed and signed W-9 Form. The W-9 has to have been signed within the previous 12 months. (A W-9 is an IRS form that is required so that we can issue a tax document to the IRS, showing the income that the landlord has received from this Program). As the payment process may take up to 3 weeks, your landlord will also be required to sign an Understanding Agreement, stating their acceptance of this possible waiting period.

### **Are there any other documents that I will need to submit?**

Loudoun Cares Resource Agents will request a copy of an ID, proof of income documentation, proof of participation in government assistance programs (if applicable) and any other supporting documentation that may be required to verify your situation.

## **I have a 5 or 30 Day Pay or Quit Notice from my landlord, am I still eligible for this program?**

Not at this time. The 5 and 30 Day Pay or Quit Notices are not considered an Eviction Summons (Unlawful Detainer). You will get a summons mailed and/or delivered to you with a case number and court date (First Return) after your landlord files an Unlawful Detainer with the county. Once you receive the Eviction Summons of the Unlawful Detainer court filing, you are eligible to apply, given all other requirements are met.

## **What are all the other requirements?**

In addition to those referenced above (residency in Loudoun County, current lease for property in question and Eviction Summons (Unlawful Detainer), your total household income is required to be at or below 80% Average Median Income and your need must be related to the economic factors of Covid19.

## **What does it mean that my need for assistance must be related to the economic factors of COVID19?**

Household must have been impacted by COVID19 economic factors that include one or more of the following (Supporting documents may be requested):

- Job loss as a result of COVID19 economic factors to place of business
- Reduced hours as a result of COVID19 economic factors
- Place of employment closed.
- More than a 10% increase in rent between 2021 and 2023
- More than a 20% Increased in utilities between 2021 and 2023
- Increased household expenses (childcare, medical bills, food, etc.)
- Health issues as a result of COVID19 factors
- Mental Health issues as a result of COVID19 factors
- You Receive Government Assistance
  - SNAP (Food Stamps)
  - Free and Reduced School Lunch
  - TANF (Temporary Assistance for Needy Families)
  - Section 8/Housing Choice Vouchers
  - WIC Coupons (Women, Infants, and Children Supplemental Nutrition Program)
  - Head Start Program
  - CCDF Voucher (Childcare and Development Program)
  - LITC (Low Income Tax Credit)
  - Medicaid
  - Medicaid CHIP Child Health Insurance
  - Medicare Part D
  - SSI (Social Security Insurance)

**It says I have to have income of 80% or below Average Median Income (AMI), how do I know how much that is?**

To calculate the gross MONTHLY income (before taxes), add up all income you receive in a month (to include wages, child support, Social Security Insurance or Disability, Alimony, Pension, Retirement Pay, TANF, etc.) for all persons in your household over 18 years of age. This amount, based on the number of persons you are responsible for in the household, should be at or below the following:

MAX GROSS (BEFORE TAXES) MONTHLY INCOME BY # OF PERSONS IN HOUSEHOLD:									
1	2	3	4	5	6	7	8	9	10
\$7,100 (\$85,200/yr)	\$8,117 (\$97,404/yr)	\$8,129 (\$109,548/yr)	\$10,142 (\$121,704/yr)	\$10,954 (\$131,448/yr)	\$11,767 (\$141,204/yr)	\$12,579 (\$150,948/yr)	\$13,388 (\$160,656/yr)	\$14,198 (\$170,376/yr)	\$16,211 (\$194,532/yr)

**How long is this program available?**

The Eviction Assistance Program will run from November 20, 2023 to January 31, 2024 or as long as funds are available. Funds are limited and the program will end once those funds have been exhausted.

**Is there a limit to the amount of assistance I am eligible to receive?**

Yes. The Eviction Assistance Program is offering one-time assistance only. The dollar amount of the assistance will be determined on a case by case basis.

**ALL APPLICANTS MUST**  
visit [loudouncares.org/eviction/](https://loudouncares.org/eviction/)  
and **complete the Pre-Screening.**

Limited funding. Subject to availability. If you need assistance completing the pre-screening, call (703) 669-4636.

