



Summit County Continuum of Care (SCCoC) *a collaboration of agencies working together for the homeless*

*Each person is a branch of
strength within the community.
Strong branches make
a strong community!*

Landlord Mitigation Program Agreement

BONUS

Landlords and property managers who agree to rent to clients in this SCCoC funded program may receive 3 months of rent up to \$3,000 in sign-on bonuses. This sign-on bonus is for new leases with a start date on or after the day program registration has been completed. Landlords can receive a sign-on bonus for each unit leased to a SCCoC client.

Payments will be made over 3 disbursements which will be based on the lease beginning date.

The sign-on bonus is based on landlord participation in the program. The expectation is that the unit will be utilized by the Landlord Mitigation Program for a minimum of 12 months. If for some reason a tenant was to break the lease or move out the landlord is required to work with our program and allow a new SCCoC client to lease that unit in order to receive full sign-on bonus. *Sign on bonuses are per unit, not tenant.

CONSUMER (TENANT) LEASING PROCESS

Once the tenant has signed a 12-month lease agreement, the case manager must notify the Housing Locator of successful rental along with the landlord's information by submitting a copy of the lease, Move-In Inspection report (HQS), and photographs of the pre-existing damages to the unit to the SCCoC within 15 days of tenants move-in. The tenant will participate in on-going housing case management during the time the tenant is in the SCCoC funded program.

The Housing Locator will track who is enrolled in the program, claims submitted for damages, and participation of landlords/property managers.

LANDLORD EXPECTATIONS

The landlord must sign a 12-month lease with the tenant and provide a copy of the lease to the tenant and case manager.

The landlord must notify the case manager if the tenant defaults on the lease or causes any damages to the property.



Funds are available for property damages up to \$3,000 **only if these damages must be outside of normal wear and tear.** Wear and tear are provided on the Fair Housing website (please see below).

[Normal Wear and Tear - Fair Housing Contact Service \(fairhousingakron.org\)](http://fairhousingakron.org)

In order to provide funding for damages we require the following documentation. Please have these documents readily available in the event an incident arises, and you need to collect for damages. We will not reimburse for damages if these documents are not provided.

Documents required for damages:

1. Obtain an Ohio Statewide Vendor Identification Number
2. Obtain a Duns and Bradstreet number
3. An executed written Rental Agreement between the landlord and the tenant(s)
4. A Rental Assistance Agreement (or adequate proof of housing assistance)
5. A Rental Assistance Inspection Report from a subsidy program
6. A completed Move-In Condition Report (this is not a Rental Assistance Inspection Report) signed and dated by both Landlord and Tenant(s)
7. A Tenant ledger showing any unpaid portion of rent and other charges being claimed and application of Security Deposit (if post-move out)
8. Notices related to unpaid charges
9. Photos of damage and photos of the affected area following repairs
10. Copies of all repair invoices for damages that are included on the claim

If a statewide vendor Identification number cannot be furnished or is not applicable a W-9 may be acceptable.

Once registration is complete and a tenant is located the Housing Locator and Case Manager will come out to conduct an inspection.

The Landlord Mitigation Program only applies to landlords within the city of Akron and is provided to establish relationships and increase the supply of affordable rental units made available to low-income individuals and families. This program will run until funds are expended.



X

signature

X

printed name or landlord entity

X

today's date