



City of Gahanna
CARES Assistance Program
Residential Guidelines



[City of Gahanna CARES Assistance Program – Residential](#)

The City of Gahanna CARES Assistance Program (“Program”) intends to provide financial assistance to residents directly impacted by a loss of income due to the COVID-19 pandemic. The funds were awarded under the following:

- U.S. Department of Treasury under the Social Security Act, as amended by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES ACT”) as the Coronavirus Relief Fund (CRF) as described in 42 U.S.C 601(d).
- Catalog of Federal Domestic Assistance 21.019.
- Ohio Office of Budget and Management House Bill 481 of the 133rd General Assembly.

Gahanna City Council has approved \$380,000 of the Coronavirus Relief Funds received for the City of Gahanna CARES Assistance Program.

To learn more about the Coronavirus Relief Fund Local Government Assistance Program please refer to the following resources:

U.S. Department of Treasury Guidelines:

- <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>

State of Ohio Office of Budget and Management Guidelines:

- <https://grants.ohio.gov/fundingopportunities.aspx#funding-opportunities-coronavirus-relief>

Applicants awarded funding from the City of Gahanna CARES Assistance Program are required to comply with the U.S. Department of Treasury Guidelines, the State of Ohio Office of Budget and Management Guidelines, and the City of Gahanna’s CARES Assistance Program Guidelines.

[Program Guidelines](#)

Eligibility Requirements

- Must be a current Gahanna resident and live in the same dwelling for which they are seeking assistance.
- Must be laid off, furloughed, unemployed, or have experienced a decrease in pay or hours as a direct result of COVID-19 business closures or stay-at-home orders
- Must be at least one month in arrears in mortgage or rent
- Applicants are eligible for CARES Act Coronavirus Relief Funding if they have previously been approved and used funding from other CARES Act or COVID-19 Relief funding, but applicants cannot request and use funds for the same expenses as other relief funding. Expenses already funded by federal, state or local assistance are not eligible under this Program. Applicants who have not received COVID relief assistance funding (Federal or Local) will be given priority when reviewing applications and distributing funds.



Eligible Use of Funds

- Mortgage payments not to exceed \$5,000 total per eligible residential dwelling.
- Rent relief to renters or landlords not to exceed \$5,000 total per eligible residential dwelling.
- Only one application per dwelling unit. (For example: multiple residents in same household cannot apply for funds for the same unit.)

Ineligible Expenses

- Property Taxes
- Utility Bills

Availability of Funds

- One-time grants will be awarded on a first-come, first-served basis, following committee review and approval until funds are committed.
- Gahanna City Council passed legislation allocating \$380,000 for the City of Gahanna CARES Assistance Program, \$152,000 of which is allocated for residents.
- The City of Gahanna reserves the right to deny any and all applications.
- Rent relief to renters or landlords not to exceed \$5,000 total per eligible residential dwelling.

Award Limitations

- Maximum Funding Award: \$5,000 per eligible residential dwelling

Application Process

Residents that wish to apply for funding from the Program shall submit an application to the City of Gahanna either online or by mail. Applications will be reviewed by The City of Gahanna CARES Assistance Program Committee. The Program Application Coordinator is the point of contact and will contact the applicant to:

- Discuss applicants application and process
- Request additional information and clarification on information submitted
- Inform the applicant of an interview with the committee
- State the status of the application
- Provide proof of payment to mortgage company or landlord

Application Submittal Deadline

Applications for The City of Gahanna CARES Assistance Program are due no later than November 6, 2020.

Payment Process and Reporting

If the applicant is awarded funds from the City of Gahanna CARES Assistance Program, the City of Gahanna will work directly with the applicant's mortgage company or landlord. Funds will be directly deposited (electronically transferred or written check) to the applicant's mortgage company or landlord to pay for the approved amount. The City of Gahanna will send notice of payment to the applicant.

The following documents must be submitted with application (files must be PDF):

- Documentation from mortgage company / landlord showing rent and/or mortgage payment delinquency
- Documentation providing proof of home ownership or lease agreement for residential address provided on application
- Documentation from mortgage company / landlord providing monthly payment amount required by mortgage company or landlord according to your loan or leasing agreement

Questions? Please contact the Program Application Coordinator at CARESprogram@gahanna.gov