# Sample ESG Rental Assistance Agreement

|  |  |  |
| --- | --- | --- |
| Tenant Name: |  | |
| Name & Contact Information of Rental Assistance Agency: | |  |
|  | | |

The undersigned Owner hereby requests that short-term rental assistance be provided for the dwelling unit located at:

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Street Address | Apt # | City | Zip Code |

|  |  |
| --- | --- |
| Beginning (month) |  |

|  |  |  |  |
| --- | --- | --- | --- |
| The dwelling unit contains |  | bedrooms and was constructed in |  |
| (Year) | | | |

**TYPE OF HOUSING** (CHECK APPROPRIATE BOX):

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Single Family |  | Duplex or Two Family |  | Row House or Town House |
|  | Low Rise 3 or 4 Stories |  | High Rise 5 or more stories |  | Mobile Home |

The **Owner** shall provide the following utilities and appliances to the family under the Lease. (Insert **“O”** if furnished by the **Owner**; “**F”** if furnished by the **Family**.)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Item | Oil | Natural Gas | Electric | Other |
| Heat |  |  |  |  |
| Hot Water |  |  |  |  |
| Cooking Fuel |  |  |  |  |
| General Electric |  |  |  |  |
| Stove |  |  |  |  |
| Refrigerator |  |  |  |  |
| Cold Water |  |  |  |  |
| Sewer |  |  |  |  |
| Trash Collection |  |  |  |  |
| Air Conditioner |  |  |  |  |
| Dishwasher |  |  |  |  |

**CERTIFICATIONS**: The Owner, by executing this Request, certifies that:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| A. | The most recent rent charged for the above dwelling unit was | | $ | |
|  | The proposed rent for the above dwelling unit is | $ | | |
|  | The difference if any between the proposed rent and the old rent is | | | $ |

1. This unit is made available, managed, and operated without discrimination on the grounds of age, race, color, creed, religion, sex, familial status, handicap or national origin. Unwed parents, families with children born out of wedlock, and recipients of public assistance shall not be excluded from participation in, or be denied the benefits of, the Program because of such status.
2. During the term of the agreement (any month where financial assistance is received by the program), the owner/landlord must give the agency named above a copy of any notice to the program participant (tenant) to vacate the housing unit, or any complaint used under state of local law to commence an eviction action against the program participant. [24CFR 576.106(e).]
3. The rental assistance agreement does not take the place of the lease, or vice versa.
4. Short-term rental assistance is not guaranteed (e.g. dependent upon funding availability, tenant compliance, etc.)

**DETERMINATION**: The Owner and the Family understand that [Insert Agency] will arrange for the inspection of the unit and will notify them as to whether or not short-term rental assistance will be provided for the proposed unit. [Insert Agency] is not responsible for any part of the rent prior to the execution of any lease between the tenant and landlord. The rental assistance agreement does not take the place of the lease, or vice versa.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| By: |  |  | By: |  |
|  | Owner (Signature) |  |  | Agency Representative (Signature) |
|  |  |  |  |  |
|  | Print Name of Owner or other Party Authorized to execute the Lease |  |  | Print Name of Authorized Agency Representative |
|  |  |  |  |  |
| Date: |  |  | Date: |  |