



Covid 19 Pandemic Relief Assistance Information Guide

The Covid 19 Pandemic Relief Assistance is to provide temporary relief for individuals and families experiencing crisis resulting from the COVID 19 Pandemic. There are income requirements (see attachment A) based on 200% of the Federal Poverty guidelines for those seeking assistance under the COVID 19 Pandemic Relief Assistance, CARES program. **Affected households may qualify for housing rental assistance to cover some/all of the back rent that occurred during the COVID 19 pandemic crisis period.** The COVID 19 Pandemic Relief Assistance does not reimburse for funds that have already been paid out by the applicant.

The relief assistance offers support to those affected by the COVID 19 Pandemic:

- Provides supplemental income for current housing situation during the time period of pandemic shutdown due to individuals and families loss of income.
- Promotes additional resources to ensure housing security.
- Ensures that households have what is needed to maintain their current mortgage or rent that were impacted by the COVID 19 Pandemic after obtaining assistance from OCEAN INC.

Amount of assistance provided to each household:

The amount of assistance provided to each household is based on financial loss and the extent of impact directly related to the COVID 19 Pandemic. Clients are expected to fully disclose vital information regarding their current situation to assigned case manager; in efforts to determine what services are needed to ensure stability for that individual and/or family. Case Managers will utilize a prescreening tool to determine eligibility and the type of assistance needed. Incomplete applications will not be considered.

Assistance Payments:

All assistance payments are issued as a check. Checks will include applicable mortgage holders, and landlords. **Rental assistance payments are never issued directly to the household.**

Verification Requirements:

Applicants must complete and sign the following documents with O.C.E.A.N., Inc's case manager; intake form, affidavit, and the COVID 19 Relief Assistance Packet. The primary method of verifying identity/residency is a NJ Driver's License; however, verifications may include, but are not limited to:

- A state-issued photo ID
- Court eviction notice
- A mortgage statement
- A lease agreement
- A utility bill
- Birth certificate
- Social security card
- An affidavit or statement regarding current living arrangements
- Homeowner's Insurance documents
- W-2 and/or 1099 form
- Ocean Inc Landlord consent form

Client-Case Manager Timeline: Clients are required to meet with the Solutions to End Poverty Soon (S.T.E.P.S) case manager at the O.C.E.A.N., Inc. Covid 19 Relief Assistance office to apply for funds. Clients are required to call ahead of time to schedule an appointment.