

APPROVAL PROCESS

When the application is completed and returned to the Housing Authority, the staff will determine your eligibility for assistance. If determined eligible a Letter of Credit is issued to your landlord. In some security deposit programs, a Housing Quality Standards inspection and rent reasonableness test is also required.

Once the staff has received the signed and dated Letter of Credit along with a copy of your rental agreement a check and the executed Letter of Credit will then be sent to the landlord with a copy to the tenant. Renters must be able to afford the rent on their own. This program does not assist renters with their monthly rent payments.

Assistance for the Security Deposit Program is limited, so be sure to check for availability of funds by visiting our website at:

www.hacosantacruz.org/securitydeposit.htm

or by calling the Housing Authority of the County of Santa Cruz at 454-9455, ext. 321.

Housing Authority of the County of Santa Cruz
2931 Mission Street
Santa Cruz, CA 95060-5709

MOVING?



SECURITY DEPOSIT PROGRAMS



2931 MISSION ST. SANTA CRUZ, CA 95060

(831) 454-9455 Ext. 321

TDD: (831) 469-0122

Visit us at: www.hacosantacruz.org

For a Spanish Translation, Please Call:

(831) 454-9455 Ext. 321

HOW DOES THE PROGRAM WORK?

The Housing Authority administers several Security Deposit Programs for jurisdictions in Santa Cruz County. These Security Deposit Programs offer eligible individuals and families assistance with a portion of their security deposit.

For all programs, your income eligibility **MUST** be determined before you move in, or you will be ineligible for security deposit assistance.



HOW MUCH INCOME CAN I HAVE TO QUALIFY?

Different jurisdictions have different income eligibility requirements, and income limits also change annually. The tables describing each security deposit program list the applicable income limit. To see a table with the specific income limit for each household size, visit our website at www.hacosantacruz.org/securitydeposit.htm

WHAT HAPPENS TO THE SECURITY DEPOSIT WHEN I MOVE?

In most cases, the security deposit assistance is to be considered a loan during the time that you occupy the unit. When you move, you will be required to return the full amount of the security deposit assistance to the Housing Authority in the form of a check made out to the specific jurisdiction in which you were living.

If you return the security deposit assistance in full, you will be eligible to participate in the security deposit assistance program again in the future.

Note: This program cannot reimburse a renter for a security deposit that has already been paid, and

payments cannot be made retroactively. Applicants must be determined to be eligible before moving in.

LIST OF SECURITY DEPOSIT PROGRAMS

Security deposits are granted on a first come first served basis, until funds are exhausted. Check our website to see which programs currently have funds available.

www.hacosantacruz.org/securitydeposit.htm

Santa Cruz County HOME TBRA

- Area: Entire County, except within Santa Cruz City Limits
- Max Assistance: Two months' rent
- Income Limits: Primarily limited to low income households at or under 60% AMI, up to ten percent (10%) of households may have incomes at or below eighty percent (80%) of County median family income

Santa Cruz County Unincorporated

- Area: Unincorporated area of Santa Cruz Co.
- Max Assistance: One month rent
- Income Limits: 50% Median Family Income
- For households who are homeless, or would be homeless without this assistance

City of Santa Cruz

- Area: Santa Cruz City Limits
- Max Assistance: One month rent
- Income Limits: Primarily limited to low income households at or under 60% AMI, up to ten percent (10%) of households may have incomes at or below eighty percent (80%) of County median family income

City of Capitola

- Area: Capitola City Limits
- Max Assistance: One month rent
- Income Limits: 80% Median Family Income



HOW DO I APPLY?

First, you must find the unit that you would like to rent. An application for the security deposit program cannot be processed until you have located a unit.

Next, you will need to fill out a security deposit application form, available by calling the Security Deposit Program at (831) 454-9455 Ext 321.

The application will require you to provide information about income, assets, and other family information. Additionally, you will be required to provide documentation of all of the income you report:

- We will need copies of pay stubs, W-2s, tax returns and any other forms of income you receive.
- A checklist of required documents is attached to the application form. Documents needed for the eligibility process must be submitted with your application.

Applications for this program will be processed on a first-come, first-served basis. Call the Housing Authority at **(831) 454-9455 Ext. 321** for more information.