

Addendum No. 1 to Notice of Potential Funding Availability Rent Relief & Housing Assistance Program

1. Will the contract to implement this program include an upfront payment to enable the grantee to distribute the funding to all subrecipients as we initiate the program?

The intent is to provide advanced payments to the Intermediary to the extent allowable by law.

2. Does the program envision separate monthly payments for 5 months to the beneficiaries or one payment for all 5 months?

The program envisions separate monthly payments for the period from August to December 2020.

3. Does the requirement for fraud protection mean that we must prevent duplicate payments between the subrecipients of this grant or does it apply more broadly to all assistance being provided via CARES funding? If the answer is the second broad option, please be aware that the C&C of Honolulu has been attempting to field a system called Smartsheets but has thus far been unable to implement. We are not aware of any other system capable of accomplishing the broad spectrum of comparisons required.

The requirement is to prevent fraudulent applications, duplicate payments from other similar rent subsidy programs, or overpayments.

4. What evidence would the program expect for the eligibility criteria "Demonstrates a loss of income directly resulting from the COVID-19 pandemic".

Documentation could include evidence of application or receipt of unemployment or partial unemployment benefits; 2 most recent bank statements for all accounts; last 2 paystubs; a letter from employer verifying job loss, reduced hours, or furlough directly related to COVID-19; or 2018 or 2019 tax returns for self-employed residents only.

5. Clarify what is meant by the following statement from the "Reporting Requirements" section: "...copies of evidence that deliverables have been performed sufficiently and verifying reimbursements to eligible households; ...".

This section is hereby replaced in its entirety with the following:

Reporting Requirements

To facilitate compliance with reporting requirements, the Intermediary shall submit a monthly comprehensive report that includes but is not limited to all expenditures and number of renter and homeowner households served. A progress update on significant items will likely be needed on a weekly basis.

6. On page 4 of the application there is a reference to "Question 15" but there is no question 15, so it is unclear which questions are actually required.

You are correct, there is no Question 15. Question 12.b) should read as follows:

\$25,000.000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, sub-grants, and/or cooperative agreements?

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- ☐ Yes. You are **required** to respond to Questions #13 and #14.
- ☐ No. Questions #13 and #14 are not applicable, proceed to Question #16.

7. On Attachment D (Budget Worksheet) Does “Salaries and Wages also include benefits?

Yes, please include fringe benefits as defined in 2 CFR §200.431.

8. A virtual Orientation will be held for anyone interested in learning more about the Rent Relief & Housing Assistance Program. To access the meeting online or by phone, attendees must register by clicking the link below. After registering, attendee will receive a confirmation email containing information about joining the meeting.

Please click the link below to Register for Orientation on July 7, 2020 at 11:00 AM:

[Rent Relief & Housing Assistance Program Orientation](#)