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**2021 RES-391**

**AWARDING A CONTRACT TO URBAN TRIAGE INCORPORATED FOR AN  
EMERGENCY RENTAL ASSISTANCE PROGRAM  
DCDHS – HAA DIVISION**

The County Board approval of 2021 RES 108 authorized the acceptance of an additional federal emergency rental assistance (ERA 1) allocation from the State of Wisconsin of more than \$10.2 million. The resolution was amended to include a requirement that an allocation plan be introduced and approved by the Dane County Board before any ERA 1 funds were distributed from this allocation.

The ERA 1 allocation plan contained in 2021 RES-267 was approved by the Dane County Board of Supervisors last year, and included a plan to grant a majority of the ERA 1 funds to existing Dane County ERA vendor, Urban Triage, to administer and distribute to eligible households in need. This resolution authorizes a contract with Urban Triage to do this work.

**Justification**

Authorizing Law: In December of 2020, \$900 billion COVID-19 relief bill authorizing additional funding to respond to the pandemic across multiple areas of need. The act included \$25 billion in funding for emergency rental assistance (ERA 1).

The State of Wisconsin received over \$320 million dollars in ERA 1 from the December 2020 stimulus and granted more than \$10.2 million of their allocation to support Dane County's continued efforts to prevent widespread evictions and promote housing stability for renters.

Dane County expended its original ERA 1 allocation in July of 2021 and is currently expending its ERA 2 allocation, awarded via the American Rescue Plan stimulus, through a contract with Urban Triage Incorporated. Urban Triage was selected as Dane County's ERA vendor through a competitive RFP process in 2021 and has been administering Dane County's ERA funds since September of 2021.

Response to the COVID-19 Pandemic: Many renters have fallen behind on their rent, or are in need of assistance to pay future rent, due to continued hardship related to the COVID-19 pandemic's effect on our economy. The CDC eviction moratorium expired on June 30<sup>th</sup>, 2021. The additional emergency rental assistance authorized in the COVID-19 relief bill can be used in a number of ways to help households in Dane County achieve housing stability and avoid eviction.

The Dane County Department of Human Services' (DCDHS) Housing Access and Affordability Division (HAA) seeks to award a contract to Urban Triage to administer the county's second allocation of ERA 1 funding.

Urban Triage Incorporated will receive up to \$753,482.42 to fund administration costs for the program. Per the federal government, up to 10% of the total ERA1 allocation may be spent on various administration costs necessary to stand up and maintain an ERA program. \$8,201,764.70 will be spent on direct assistance to eligible applicants (tenants or landlords).

53 Duplication of Funding/Existing Partnerships and Programs: The funding is not  
54 duplicative with other efforts, as duplication of effort is not allowed per federal  
55 regulations.  
56

57 Guidelines: The federal government has passed detailed guidelines for the emergency  
58 rental assistance funds authorized by the US Treasury. For eligibility purposes, grantees  
59 must only consider household income for 2020 or confirmation of the monthly income  
60 that the household is receiving at the time of application, as determined by the Treasury  
61 Secretary.  
62

63 Up to fifteen (15) months of rental assistance can be provided per household under ERA  
64 1 guidelines. Eligible costs include rental and utility arrears, future rent, other expenses  
65 related to housing including relocation expenses (such as rental security deposits), and  
66 rental fees (including application or screening fees). If a household has reached 15  
67 months of rental assistance with ERA 1, Urban Triage has the ability to provide an  
68 additional three (3) months of funding using ERA 2 funds under their existing contract.  
69

70 Households are eligible for assistance if one or more individual has qualified for  
71 unemployment benefits, has experienced a reduction in household income, has incurred  
72 significant costs, and/or has experienced other financial hardship due directly or  
73 indirectly to the COVID-19 pandemic, and where one or more individual can  
74 demonstrate a risk of experiencing homelessness or housing instability (a past due utility  
75 or rent notice or an eviction notice, unsafe or unhealthy living conditions; or any other  
76 evidence of such risk as determined by the grantee.)  
77

78 Per federal guidelines, households that make 50% area median income (AMI) and below  
79 and in which one or more member is unemployed and has been unemployed for longer  
80 than 90 days must be prioritized among applicants.  
81

82 The grantee must ensure recipients of emergency rental assistance funding do not  
83 receive duplicate assistance from other federally funded rental assistance programs.  
84

85 Per federal guidelines, landlords or owners may apply on behalf of tenants meeting the  
86 eligibility requirements if the tenant cosigns the application, the landlord provides the  
87 necessary documentation to the tenant, and the payments are used to pay the tenant's  
88 rental obligation to the owner.  
89

## 90 **Expected Outcomes and Data Collection**

91

92 Per the federal guidelines, information that must be collected by the grantee includes the  
93 number of eligible households that received assistance, the acceptance rate of  
94 applicants for assistance, the type of assistance provided to each eligible household, the  
95 average amount of funding provided per eligible household, the household income level  
96 based on 0-30, 31-50, 51-80% AMI, the average number of monthly rental payments  
97 that were received, and demographics of the primary recipient (race, gender, ethnicity  
98 per HUD definition).  
99

100 Per the federal government, the information collected by the grantee must be reported to  
101 the US Treasury on a quarterly and monthly basis to maintain ERA 1 compliance. This  
102 information will be shared quarterly with the Dane County Board of Supervisors per 2021  
103 RES-013.  
104

105 **NOW, THEREFORE, BE IT FINALLY RESOLVED** that the County Board approves a  
106 contract in the amount of \$8,955,247.12 (\$753,482.42 for admin and \$8,201,764.70 in  
107 direct assistance) with Urban Triage Incorporated and authorizes the County Executive  
108 and County Clerk to execute the contract documents, and authorizes the Controller to  
109 issue checks for payment of contract invoices.

110

111 **Vendor**

112 Urban Triage Incorporated

**Contract Amount**

\$8,955,247.12