



# LANDLORD/PROPERTY MANAGEMENT APPLICATION GUIDANCE

The state of South Carolina is currently administering SC Stay Plus, a rent and utility assistance program for renters facing financial hardship due to COVID-19. Encourage your tenants to confirm their eligibility and assist them with completing the application process with all the required documentation. Eligible applicants may receive up to 12 months of assistance with late rent and/or utility payments dating back to March 13, 2020.

The program is also designed to provide payments for up to three months in the future to maintain housing stability. Total payments are not to exceed 15 months of assistance per household. Landlords/property managers can refer tenants to the program using the Landlord Referral Form found on the online application portal.

## Here's what your tenants must do to qualify:

Renters must first confirm their eligibility and then submit the required documents with their application. Complete applications will speed up the processing time.

### Eligibility Requirements

- ✓ Demonstrated risk of experiencing homelessness or housing instability, **AND**
- ✓ Household income at or below 80% of Area Median Income, **AND**
- ✓ Qualified for unemployment benefits or experienced a reduction in income or incurred significant costs of financial hardship due to COVID-19.

### Relaxed Documentation Requirements\*

- ✓ Personal identification **AND** proof of:
- ✓ Having a lease
- ✓ Income

#### PROOF OF HAVING A LEASE

If you do not have a formal lease, you can now sign a "landlord-tenant agreement" to confirm your housing arrangement.

#### PROOF OF INCOME

We can now accept information from DEW, TANF, SNAP, and EBT enrollment.

\*Risk of experiencing homelessness or housing instability and COVID-19 financial hardship by self attestation on application.

## Required landlord documentation:

- Personal information (e.g., name, address, social security and/or Tax ID)
- A completed IRS Form W-9, ACH Payment form, and voided check
- Proof of ownership

## Apply Now:



**SCHousing.com/  
Home/SC-Stay-Plus**



**803-336-3420 or  
1-800-476-0412**



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schousing.com**