



TOWN OF EDGARTOWN
 Community Preservation Committee
 70 Main Street, P.O. Box 5158
 Edgartown, MA 02539
 508-627-6180

Date: 9/29/23

APPLICATION AND APPLICANT INFORMATION FORM

AMOUNT REQUESTED \$ 140,000

Purpose (please check each that apply):

Open Space/ Recreation _____ Affordable Housing X Historic Preservation _____

Sponsor Name: Dukes County Regional Housing Authority
 Mailing Address: PO Box 4538 Vineyard Haven MA 02568
 Physical Address: 21 Mechanic Street, Vineyard Haven, MA 02568
 Telephone: 508-693-4419 E-Mail: david@housingauthoritymv.org

Summary of Proposal:

Describe Project: (attaching maps and any descriptive materials) Rental Assistance
FY25 funding. Including the request to add 3 additional
rental situations in FY25!

List Sponsors (including, if applicable, governing Boards, Trustees, Directors, Management, etc...)
DCRHA Board of Directors

Supporting Town Committee(s) ("NA" if none) Edgartown Affordable Housing Committee
 Submitter or Project Director:
 Name David Vigneault Telephone# 508-693-4419
 E-Mail david@housingauthoritymv.org

Please address the following topic(attach to this form):

1. Detailed project description, specific objectives for the project and Sponsor's experience in similar projects.
2. How does this project accomplish the goals of the CPA?
3. How does this project impact Edgartown's citizens and address current need? What is the estimated or target number of people this project will benefit/effect? How will you measure the success of this project.
4. Projected Action Plan and Timeline including major steps needed to complete the project.
5. Provide detailed financial information including the following, as applicable:
 - * Initial Capital budget and proposed schedule of CPC disbursement of funds, should application be accepted;
 - * Other revenue sources including private/public funds or in-kind contributions;
 - * Annual revenue and operating costs, once the project is operational;
 - * Annual cost to the town, once the project is operational;
 - * What are the key assumptions in the budget? What are the risks?
 - * Financial sustainability – how will the continuation of the project be secured after the grant?
6. Are there any legal ramifications and/or impediments to this project?
7. Do you have the authorization of the property owner? What permits/orders/licenses will be required from which Town, Regional or Federal Agencies?

DUKES COUNTY REGIONAL HOUSING AUTHORITY

PO BOX 4538, VINEYARD HAVEN MA 02568 PH. 508-693-4419 FAX 508-693-5710
DCRHA@HOUSINGAUTHORITYMV.ORG

RENTAL ASSISTANCE

Program Summary

Rental Assistance is funded through Community Preservation Act funds from all six island towns and is administered by the Dukes County Regional Housing Authority. The program offers homeowners a range of support in exchange for year-round rental agreements. Island residents making less than 80% of median income for the area (\$100,150. for a household of four) are eligible for rental assistance and pay no more than 30% of their gross income towards rent.

Monthly Rent

The federally provided 80% Rents for Dukes County based Median Income figures are used in determining the contract rents. The tenant's portion of the rent, a minimum of 50%, is determined by Housing Authority household income certification and is paid directly to the property owners; the balance of the rent in the form of Rental Assistance is paid to the property owners by the Housing Authority. Rent is paid on the first of each month. Contract rents are determined annually at least thirty days prior to the anniversary date of the lease by the property owner and the Housing Authority.

Security Deposit

Property owners may require that the tenant pay a security deposit up to the amount of one month's contract rent. Security deposits must be held in an interest-bearing account accordance with MGL 186. Tenants are responsible for paying any security deposit and the Housing Authority is not able to subsidize this cost except in extreme circumstances and only as grant funding is available.

Tenant Screening & Selection

The Housing Authority can pre-screen eligible tenants for the property owners' selection by processing criminal background checks, income and bank account verification and personal and landlord references. Tenant screening for suitability and final selection are the property owner's responsibility and the Housing Authority encourages owners to follow the process used to screen potential tenants in the private rental market.

Unit Inspection

An inspection by the Housing Authority is scheduled prior to enactment of a new tenant/landlord lease-up and upon annual renewal as agreed to by all parties. The landlord is responsible for satisfying any applicable town requirements for apartment rental.

Documents

A lease is signed between the property owner and the tenant, and a housing assistance contract is signed between the property owner and the Housing Authority. The Housing Authority provides a Rental Assistance addendum to be used by the property owner with copies of all lease materials kept on file by the Housing Authority. All agreements are subject to the availability of funding as reviewed within each town's committee process and voted on at Annual Town Meetings.

Program Representatives

The Housing Authority prepares the Rental Assistance contract documents and remains the Landlord's and Tenant's contact for as long as the tenancy is in effect. Annual administrative fees of \$500 per new subsidy and \$250 per existing subsidy assist with the costs of document preparation, apartment inspection, tenant certification and program administration.

*The mission of the DCRHA is to assist the 6 towns of Martha's Vineyard
with increasing the year-round housing opportunities for residents with low and moderate incomes.*

DUKES COUNTY REGIONAL HOUSING AUTHORITY

21 Mechanic Street · P.O. Box 4538 · Vineyard Haven, MA 02568

Phone: (508) 693-4419 · Fax: (508) 693-5710 · Email: dcrha@housingauthoritymv.org

Rental Assistance 08/30/2023 Snapshot	Tisbury	Oak Bluffs	Edgartown	W. Tisbury	Chilmark	Aquinnah	TOTALS
FY2024 CPC Awards*	\$110,000	\$128,000	\$118,000	\$50,000	\$50,000	\$38,000	\$494,000
FY24 Currently Committed	\$102,924	\$101,688	\$110,460	\$35,208	\$29,940	\$30,036	\$410,256
Number of Subsidies	14	12	13	4	4	3	50
Current Annual Average	\$7,203	\$8,474	\$8,428	\$8,502	\$7,485	\$10,012	\$8,351
Current Monthly Average	\$600	\$706	\$702	\$709	\$624	\$834	\$696
Current Income % Served	41%	45%	43%	40%	47%	43%	43%
Balance of FY24 Funding (May not include Admin Fees**)	\$7,076	\$26,312	7,540	\$14,792	\$20,060	\$7,964	\$83,744*****
Potential Subsidies on \$7,000 average	(1)	(2-3)	(1)	(2-3)	(1-2)	(1)	(7-8)
Current DCRHA Waitlist***	99	75	85	45	10	9	323
FY24 Approved	\$110,000	128,000	118,000	\$50,000	\$50,000	\$38,000	\$494,000
FY22 Town Approved	\$124,00	\$140,000	\$112,000	\$60,000	\$50,000	\$25,000	\$511,000
FY23 Approved	\$124,000	\$124,000	\$112,000	\$70,000	*\$50,000	*\$52,000	\$532,000

* FY2024 Rental Assistance was fully funded as of July 1, 2023 by each Island town through the Community Preservation Act surcharge and match. All future funding continues to be subject to each town's annual review of program use, need and funding availability before presentation for vote at annual Town Meetings.

** Nominal administrative fees of \$500 for establishment of new subsidies and \$250 for re-certification of ongoing subsidies assists with tenant income certifications, apartment inspection, and contract negotiation, execution, and support.

*** DCRHA manages its waitlist under Fair Housing prescripts (including annual updates & culling) and 80% income limits. Therefore, DCRHA totals do not represent actual island need for year-round rentals at all income levels. Island Elderly Housing, Morgan Woods & Tribal Housing waitlists shed further light on need.

**** \$83,744 represents available funding in six towns currently. The number of subsidies available reflects FY24 funding levels, new subsidy household factors and admin fees which are split between two annual billings and may not be fully represented in a particular Snapshot.

9/1/2023