#### CITY OF PASADENA

# **HOME Tenant-Based Rental Assistance Program**

### Purpose:

HOME Tenant-Based Rental Assistance (TBRA) provides rental subsidies to very low-income individuals and families with special circumstances, who reside or are employed in the City of Pasadena. Special circumstances recognized by the Pasadena Community Development Commission (PCDC) are: involuntarily displaced due to government action, involuntarily displaced as a result of a health or safety hazard cited by the City of Pasadena, victim of domestic violence, at risk for homelessness due to a crisis situation, and homelessness due to loss of job or other event beyond the persons control.

#### **Referral Process:**

Applicants who fall under the above mentioned criteria will need to be referred to the PCDC by a supportive service agency or by The City of Pasadena. The referral letter must be on referring agency letterhead, and must name the client being referred, the crisis situation the client is experiencing and how it would be lessened by providing rental subsidy, and the supportive services that will be provided to the client. The referral must also include contact information (phone number, mailing address) for the client.

## **Program Summary:**

The PCDC will interview applicants to the HOME TBRA Program to ensure that the applicant meets the eligibility requirements. A criminal background check will be conducted for all adult applicants.

An applicant who meets the eligibility criteria and passes the criminal background screening is issued a Coupon in a briefing session conducted by the PCDC. The applicant must then locate a rental unit within the City of Pasadena. The selected unit must pass a Housing Quality Standards inspection before the unit can be subsidized. Under the HOME TBRA Program, assistance will only be provided for a maximum of 24 months with no exceptions.

For more information regarding the HOME TBRA program, please contact:

City of Pasadena
Housing Department
Housing and Community Development
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