



Carrboro Affordable Housing Fund: Description of Rental and/or Utility Deposit Program

Description: A grant program to expend funds from the affordable housing fund for the purpose of assisting citizens in need of assistance relocating. A household is only eligible to receive funds once. The funds are to be used to provide rental housing and/or utilities deposits as based on the following requirements:

- A. That the grants are issued for assistance relocating within the Town of Carrboro.
- B. That the grant applicant provide a copy of the lease or provide a signed copy of an Orange County Request for Tenancy Form showing the applicant has been approved for housing in the Town of Carrboro.
- C. That the grant applicant provide proof of having a current Section 8 Housing Choice Voucher from Orange County.
- D. That the applicant provides official documentation showing the amount of the deposit.
- E. That the grant amount shall not exceed \$1,000 per household.

Application and Approval Process: Applicants must turn in the following information to the Town before funding will be considered:

1. A complete description of the project, including the location and explanation of how this project meets the program criteria.
2. A copy of the lease or a signed copy of an Orange County Request for Tenancy Form.
3. Proof of having a current Section 8 Housing Choice Voucher from Orange County.
4. Official documentation showing the amount of the deposit.
5. Other relevant information as requested.

Applications should be sent to the Town Manager's Office. The Town Manager's Office will review the application based on the above criteria. The Town Manager has the ability to approve/deny the requests based on an application's ability to meet all stated criteria.