



Rental Assistance Program Overview

AGENCY DESCRIPTION

Love In the Name of Christ of Greater Hershey (“Love INC”), as one of its ministries, operates a rental assistance program (the “Program”) in Hershey, Pennsylvania. Love INC facilitates the Program to assist you in connecting with services and receive the support needed to improve your current living conditions and life circumstances. Love INC is a Christian-based organization which relies heavily on Christian volunteers. Love INC staff respects individual beliefs and does not require participants to make a profession of faith to participate in or complete the Program.

PROGRAM SUMMARY

The Program is a coordinated effort between Love INC, partner churches, and community resources to assist you in working towards financial stability, self-sufficiency and the opportunity to maintain permanent housing. The Program includes a rental subsidy that decreases monthly for 6 months as well as case management and support for up to 6 months after successfully completing the Program. Upon successful completion of the program, Love INC will pay any overdue rent accrued prior to the start of participation in the Program excluding any fees or surcharges for pets or court costs related to eviction filings or proceedings. In the Program, you are surrounded by supportive staff, an Advocate and allies, guided by a professional Navigator that facilitates short- and long-term goal setting, and blanketed in prayer while working hard to accomplish your goals. Through active participation in the Program, you will develop skills needed to manage money and resources, work towards maintaining a stable income for you and your family, develop relationships with allies that support healthy choices, and work to maintain permanent housing for you and your children. If you are willing to abide by the following policies and expectations, please complete the Program Application.

GENERAL POLICIES

- The Program is for you and the household members known and accepted by your landlord to be living in the rental property. No other persons may live with you while you are participating in the Program.
- Participants may not use non-prescribed controlled substances or illegal drugs while participating in the Program.
- Participants may not become intoxicated while participating in the Program.
- You and your household members will demonstrate respect to the landlord and abide by all lease provisions.
- Landlord must agree to work with Love INC and comply by the terms of the program as defined in the Participant agreement.
- All payments will be made by check to the Landlord.
- The Program does NOT pay for any fees or surcharges for pets.
- The Program does NOT pay for any court costs related to eviction filings or proceedings.

PARTICIPANT RIGHTS

As an applicant and upon acceptance into the Program, you have a right to expect:

- Staff, allies, your Navigator, and volunteers to treat you and the members of your household with respect and dignity.
- Services that are non-discriminatory and non-abusive.
- Staff, allies, your Advocate and Navigator to actively listen to you.
- Staff, allies, your Advocate, Navigator, and volunteers to speak with you professionally and provide feedback in both positive and constructive ways.
- Your privacy and confidentiality to be maintained and protected.
- Support from staff, allies, and your Advocate and Navigator.
- Referrals to needed resources, if available, for services not available through Love INC.

PARTICIPANT RESPONSIBILITIES

Upon acceptance into the Program, you are responsible for:

- Paying participant portion of the monthly rent and any fees or surcharges for pets by the date defined in the signed lease.
- Meeting with your Advocate and Navigator regularly.
- Following the Program policies, rules, and regulations.
- Maintaining employment of at least 30 hours per week. *Participant is not responsible for unplanned decreases in hours enacted by the employer unless the decrease is due to employee conduct. Regular or repeated decreases may require participant to evaluate and pursue other employment options to maintain consistent work hours and income.*
- Actively working toward achieving program goals.
- Treating Love INC staff and volunteers with respect.
- Maintaining honest and open communication with everyone supporting you through the program.

LANDLORD RIGHTS

As the participating landlord, you have a right to expect:

- Receipt of rent by the date defined in the signed lease.
- Receipt of overdue rent accrued prior to the Participant's enrollment in the Program, excluding any fees or surcharges for pets or court costs related to eviction filings or proceedings, *upon the Participant's successful completion of the Program.*
- Respectful treatment from the Participant, Love INC, and Love INC volunteers.
- Respectful treatment of the property by the Participant and their household members.

LANDLORD RESPONSIBILITIES

As the participating landlord, you are responsible for:

- Providing a copy of the signed lease.
- Honoring the lease and all lease provisions for the duration of the Program and for at least 6 months following the Participant's successful completion of the Program.
- Maintaining the property to the extent that it complies with the PA Implied Warranty of Habitability.
- Treating and communicating respectfully with the Participant, their household members, Love INC, and Love INC volunteers.

LOVE INC RIGHTS

As the Program administrator, Love INC has the right to:

- Communicate with the participating Landlord on behalf of the Participant.
- Require participation from the Participant in programs or services necessary for the Participant to achieve self-sufficiency and financial stability (e.g. Faith and Finances).
- Inspect the property for substandard conditions.
- Terminate payment to the Landlord if the Landlord does not comply with the terms of the Participant agreement
- Terminate the Participant from the Program if the Participant does not comply with the terms of the Participant agreement.
- Respectful treatment from the Participant and their household members and the participating Landlord.

LOVE INC RESPONSIBILITIES

In the Program, Love INC is responsible for:

- Paying its portion of the rent, excluding any fees or surcharges for pets or court costs related to eviction filings or proceedings, on behalf of the Participant by the date defined in the signed lease.
- Providing case management to help establish goals toward self-sufficiency and financial stability
- Facilitating financial education
- Referring the Participant to resources and programs needed for the Participant to achieve their goals (e.g. counseling, parenting, transportation services)
- Providing emotional and spiritual support and encouragement