



VIRGINIA DEPARTMENT OF HOUSING
AND COMMUNITY DEVELOPMENT

Partners for Better Communities

Virginia Rent and Mortgage Relief Program (RMRP)

Reporting Webinar

Purpose of Webinar

To clarify RMRP reporting expectations, review spreadsheet and explanations for each column

Webinar Agenda

- Formal introductions of new DHCD RMRP Team Members – transition from HSNH Team to Evictions Team
- Reminders of information to collect from households
- Schedule of submission of Reports and Reporting Cycles
- Review amended spreadsheet
- Commonly made errors and FAQs
- Questions & Answers

RMRP Team Members

- Senta Gorrie, Associate Director of Eviction Prevention
- Gabriella “Gabby” Vazquez, Evictions VISTA Program Sponsor
- Jessica Gaines, Virginia Management Fellow

RMRP Guidelines:

Grantees must be able to track and report program activities, household data, and spending separately from other activities.

Grantees will report on outputs, such as the number of persons served and the demographic characteristics of persons served, and program funds expended by activity type.

Information to Collect from Households

Household Demographics

- Address of Household (with zip code)
- Number in Household and ages of Household Members
- Gross Household Income
- Race
- Ethnicity
- County/City

Intake Form

Items to include on Intake Form

- Date of Intake
- Applicant's full name
- Household Unique Identifier
- Valid lease or mortgage
- Self certification of loss of income due to COVID-19
- Evidence that rent or mortgage is at or below 150% of FMR
- Evidence that household's income is at or below 80% of AMI

What NOT to collect

Proof of citizenship

DHCD does not require applicants to provide proof of citizenship

Reporting Schedule

Data Reporting Cycles/Due Dates

July 16-July 29 / July 30

July 30-Aug 12 / Aug 13

Aug 13-Aug 26 / Aug 27

Aug 27-Sept 9 / Sept 10

Sept 10-Sept 23 / Sept 24

Sept 24-Oct 7 / Oct 8

Oct 8-Oct 21 / Oct 22

Oct 22-Nov 4 / Nov 5

Amended Spreadsheet

THANK YOU for remaining flexible and adaptive.

The data we are collecting tells an important story that will help sustain this program and grow it to meet the size of people's real needs.

Frequently Asked Questions

- What is the Unique Household Identifier?
- What should I do when I can't obtain a W-9 and TIN (Taxpayer Identification Number)?
- Can utilities be paid with RMRP funds?
- How is "Approved" defined?
- How is "Pending" defined?
- Should I submit a new spreadsheet each reporting period?

Update on federal moratorium on evictions

- The federal moratorium on publically subsidized housing ends on July 25th.
- The mortgage forbearance period has been extended to August 31.
- What does this mean for RMRP funds?

Questions & Answers

Contact Information

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