



## **Frequently Asked Questions – Rent & Mortgage Assistance Program**

### **Who can apply for assistance?**

The program is intended for individuals and families who have been directly affected by the economic impacts related to immigration enforcement operations in Minnesota.

Examples include:

- Loss of employment
- Reduction in work hours
- Closure of a source of employment
- Being unable to go to work due to fear of detention or ICE presence
- Detention of a household member who contributed financially
- Significant loss of income related to immigration enforcement operations and their economic impacts

### **Who is NOT eligible for assistance?**

At this time, the program is prioritizing cases directly related to the economic impacts of immigration enforcement operations in Minnesota.

Examples of situations not currently covered include:

- Illnesses or accidents that occurred before the emergency
- Debt accumulated before the emergency

- Individuals who have previously received rent or mortgage assistance from COPAL/Immigrant Defense Network (IDN)

In these situations, we may still be able to share community resources or refer individuals to organizations that can help.

## **What type of assistance does the program provide?**

The program may assist with:

- Rent payments
- Mortgage payments

Assistance is evaluated on a case-by-case basis and depends on funding availability and level of need. Submitting an application does not guarantee assistance.

## **What documents do I need to apply?**

### **For rent assistance:**

- Lease/rental agreement  
or
- Landlord Tenant Agreement Form (if there is no lease)

### **For mortgage assistance:**

- Mortgage agreement
- Mortgage statement
- Name of the financial institution

## **What if I do not have a lease agreement?**

If there is no lease agreement, a Landlord Tenant Agreement Form will be provided.

This form must be completed and signed by both:

- The applicant
- The landlord/property owner

## **What if I share housing and my name is not on the lease?**

We understand that many people share housing expenses with family members or friends.

In those situations:

- We need to know who is listed as the primary leaseholder
- Payments can only be processed in the landlord/property owner's name

Options include:

- Having the landlord complete the Landlord Tenant Agreement Form indicating the applicant's portion of rent
- Providing a copy of the lease agreement from the primary leaseholder

## **What if the lease is not in the applicant's name?**

We will request:

- The full name of the person listed on the lease
- The relationship to the applicant (family member, friend, etc.)

## **How much assistance can the program provide?**

The amount of assistance depends on each case and the priority assessment.

In general:

- Past-due rent or mortgage payments may be covered
- In urgent cases, more than one month may be covered

Priority may also be given to cases involving:

- Eviction notices
- Court filings or official letters
- Vulnerable household members (children under 18, single parents, adults over 60)

It is important to include any related documents with the application.

## **What documents are needed from the landlord?**

We require:

- W9 Form
- Full name for the check payment
- Mailing address where the check should be sent

## **Why is the W9 form required?**

The W9 is required in order to process payments legally and accurately.

This form:

- Verifies the landlord's tax information
- Ensures the check is issued correctly
- Helps meet accounting and financial requirements

Without a completed W9, payment cannot be processed.

## **What if the landlord does not have a W9 form?**

We can provide instructions and the official form to complete it.

Official IRS resources:

- [W9 Instructions](#)
- [W9 Form](#)

## **Does the Certificate of Rent Paid (CRP) replace the lease agreement or W9?**

No. The CRP does NOT replace:

- The lease agreement
- The Landlord Tenant Agreement Form
- The W9 form

The CRP only reflects rental tax information and does not confirm current residency.

## **How long does it take for payment to be processed?**

Timing depends on each case. Processing times may vary based on whether the application and all required documents are complete, as well as communication with the landlord.

- If the landlord accepts direct payment: approximately 2–3 business days once documentation is complete
- If payment is made by check: up to 2 weeks after all documentation is completed