

DATE: July 20, 2021

PROCEDURAL MEMORANDUM #003-21

SUBJECT: Emergency Rental Assistance Program (ERAP) Administrative Cost Allowance Change.

TO: County ERAP Providers

FROM: Cathy Buhrig
Director
Bureau of Policy

PURPOSE

To inform county ERAP providers of the change to the percentage of funds allowed for administrative costs under Emergency Rental Assistance 1. (ERA1)

BACKGROUND/DISCUSSION

Pennsylvania (PA) Act 1 of 2021 allows a maximum of 9.09% of total county allocations for combined administration costs plus housing stability costs for ERA1 and capped administration costs at 5% of total allocations.

PA Act 24-2021 passed on June 30, 2021 removed the 5% cap on administration costs for ERA1 program. The total of county administrative costs and housing stability services expenditures for the life of the ERA 1 program shall not exceed 9.09% of the amount of the grant funds. Effective June 30, 2021 counties may now use more than 5% of their ERA1 allocation for administrative costs but still may not exceed a total of 9.09% of their allocation for the combined program cost of administrative expenses and/or housing stability services.

NEXT STEPS

1. Share and review this Procedural Memo with appropriate staff.
2. Direct questions regarding this Procedural Memo to RA-PWERAPOIM@pa.gov.
3. This Procedural Memo is in effect until further notice.