



COVID-19 MARINA RESIDENT LOAN REQUIREMENTS

Round #4

1. Applicant must be an individual and a resident of the City of Marina as of January 1, 2020 or a Home Occupation in the City of Marina as of January 1, 2020, and as of the date of submission of the loan application to the City.
2. **Applications to be submitted to the City with supporting documentation on or before August 31, 2021**, or award of loans totaling \$52,000.00, whichever occurs first.
3. **Loan award shall be premised on need and shall not exceed \$3,500 per resident and per household.**
4. Applicant's employment must have been terminated or hours of employment reduced due to the Coronavirus. If self-employed or Home Occupation, applicant will be required to provide proof of loss of income due to temporary business closure to comply with State and County mandates or other Coronavirus causes.
5. Applicant's income at the time of applying for the loan must be no more than 120% of the median income for Monterey County based on household size. **Income of all adults in the living unit will need to be disclosed and will be taken into consideration.**
6. Applicant must provide proof of delinquency in rent, mortgage, or utilities for residential property (a) located in the City of Marina, and (2) which is applicant's primary residence.
7. If any member of the applicant's family or a resident in the applicant's residential living unit is applying for, or has received, a resident loan from the City's Resident Loan Program, the application may require additional information to consider the \$3,500 per household limit.
8. Loans repaid in full to the City on or before December 31, 2023 shall accrue no interest. After which, any loan shall carry an interest rate of 3% from the original funding date and must be repaid no later than December 31, 2024.
9. Proof of any unemployment award or other Coronavirus COVID-19 relief received or to be received is to be provided with the application.
10. Applications are to be in writing and submitted, along with all supporting documentation, to the City of Marina by email to: residentloanapp@cityofmarina.org or by US mail or personal delivery to: Marina City Hall, Attn: Accounting Services Manager, 211 Hillcrest Avenue, Marina CA 93933
11. All decisions by the City's Loan Committee on loan approval are final. However, a resident may reapply if conditions change for the applicant.
12. All information provided will be maintained confidential.



COVID-19 MARINA RESIDENT LOAN CHECKLIST

- Provide proof of primary residency within the City of Marina as of January 1, 2020. Acceptable proof includes:
 - Copy of Driver's License; and
 - Copy of signed residential lease where you are listed; or,
 - Copy of utility bill showing your name and address

- For Home Occupation, provide proof of valid City of Marina Business License and valid Home Occupation permit for the City of Marina as of January 1, 2020. Acceptable proof includes:
 - Current City of Marina Business License
 - Current City of Marina Home Occupation Permit

- Proof of loss of income. Acceptable proof includes:
 - Any notice provided from your place of employment explaining loss of hours; or,
 - Layoff notices; or,
 - Pay stubs from before and after the reduction in hours; or,
 - Unemployment award letter

- Qualifying loan amount: Proof of indebtedness could be delinquency in rent, mortgage, or utilities. Does not include credit card debt or other discretionary debt. Acceptable proof includes:
 - Recent late notices or
 - Recent rent statements or
 - Current utility bill showing past due amount

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- Proof of qualifying income of all adults living at the residence. Acceptable proof includes:
 - Federal or State Income Tax returns filed for 2019; or,
 - 2019 or 2020 Form W-2 and/or Form 1099; or,
 - Pay stubs evidencing year to date income for 2020.

Income at the time of applying must be no more than 120% of the median income for Monterey County: <https://monterey.org/Services/Community-Development/Housing/Annual-Income-Limits>

| Median Income for Monterey County | As of 12/17/2020 (120% of HCD Published AMI) |
|--|---|
| Household Size | Income |
| 1 | \$68,520.00 |
| 2 | \$78,360.00 |
| 3 | \$88,140.00 |
| 4 | \$97,920.00 |
| 5 | \$105,780.00 |

- Submit application on or before August 31, 2021 with supporting documentation.



COVID-19 MARINA RESIDENT LOAN APPLICATION

1. First and Last Name: _____
2. If Home Occupation, business name: _____
3. Primary Residence Address: _____
4. Mailing Address: (if different from above): _____
5. Phone Number: _____
6. Email: _____
7. Household size including self:
 - a. Adults _____
 - b. Dependents (18 and under) _____

ALL ITEMS BELOW REQUIRE SUPPORTING DOCUMENTATION

8. Requested Loan amount, up to \$3,500: _____

| | |
|---|-------|
| Primary Residence Delinquent Rent or Mortgage Amounts | _____ |
| Delinquent Utilities for Primary Residence | _____ |
| Other (Describe) _____ | _____ |
| Total (\$3,500 Maximum) | _____ |

9. Are you a resident of the City of Marina or Home Occupation of the City of Marina as of January 1, 2020 and as of the date of submission of this loan applicant? Yes

10. Solely due to Coronavirus (COVID-19):
 - a. Has your employment been terminated, or hours of employment reduced? Yes
--- **or** ---
 - b. If self-employed or Home Occupation – have you suffered loss of business? Yes

11. Income limitations (based on all adults in the living unit):
 - a. Is the household income equal to or less than 120% of the median income for Monterey County as shown by the chart on the checklist? Yes

12. Have you received, or will receive unemployment benefits or other Coronavirus relief including but not limited to a loan from the City’s Small Business Loan Program?



13. Additional comments:

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct:

14. Signature: _____ and Date: _____

Place of Signature: _____

NOTE: PLEASE ATTATCH DOCUMENTATION FOR THE FOLLOWING TO THE LOAN APPLICATION:

- Delinquent bills justifying loan
- Proof of residency or proof of Home Occupation
- Proof of income loss
- Proof of unemployment or loss of income