

DATE: June 16, 2023

PROCEDURAL MEMORANDUM #012-23

SUBJECT: Emergency Rental Assistance Program (ERAP) Income Eligibility Determination and Income Limits for Program Year 2023

TO: County ERAP Providers

FROM: Carl Feldman
Director
Bureau of Policy

PURPOSE

To inform county ERAP providers of the procedures for using the Housing and Urban Development Average Median Income (AMI) limits for ERAP2 income eligibility determinations for program year 2023. This guidance is effective June 1, 2023.

BACKGROUND

The American Rescue Plan Act of 2021 (ARPA) defines an eligible household as a household of one or more individuals who is obligated to pay rent on a residential dwelling and with respect to which the eligible grantee involved determines that:

- The household is a low-income family (as such term is defined in section 3(b) of the United States Housing Act of 1937 ([42 U.S.C. 1437a\(b\)](#))).

Pennsylvania Act 24 of June 30, 2021 stipulates that the funds received through ARPA be administered according to the federal statute regarding COVID-19.

DISCUSSION

Guidance for Applications processed for the period June 1, 2023 thru May 31, 2024.

For ERAP2 applications processed beginning June 1, 2023, counties may use annual or monthly methodology, and use the corresponding annual AMI based on the income provided with the application. If a household qualifies based on monthly income, the grantee must redetermine the household income eligibility every three months for the duration of assistance.

Any applicant determined income eligible and approved under ERAP1 is considered income eligible for ERAP2 unless the agency has information that reflects a change in income and warrants a new income eligibility determination for ERAP2.

The complete 2022 and 2023 tables are located on the Department of Human Services [ERAP](#) webpage under Income Eligibility.

NEXT STEPS

1. Share and review this Procedural Memorandum (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.