



**human settlements**

Department:  
Human Settlements  
**REPUBLIC OF SOUTH AFRICA**



**NATIONAL DEPARTMENT OF HUMAN SETTLEMENTS IN PARTNERSHIP WITH  
SOCIAL HOUSING REGULATORY AUTHORITY**

**CALL FOR APPLICATIONS FOR RESIDENTIAL RENT RELIEF PROGRAMME**

The National Department of Human Settlements together with the Social Housing Regulatory Authority (SHRA) invites applications from Social Housing Institutions/ Municipal Owned Entities/ Other Development Agencies to apply for the Residential Rent Relief funds. The fund is targeting those tenants who have lost income because of the COVID-19 pandemic and the associated lockdown, those in low income households whose ability to pay their rent were adversely affected by the pandemic resulting in the tenants falling into arrears on rental payments. The Residential Rent Relief Programme has been designed to mitigate the impact of the Covid-19 pandemic for low-income earners who are within the social housing sector whose income have been negatively affected as a result of COVID 19. SH delivery agents who have social housing units under management and are regulated by the SHRA can apply on behalf of their tenants.

Applications must be submitted on the original application form which can be obtained from the SHRA, by sending an email to: [rentrelief@shra.org.za](mailto:rentrelief@shra.org.za) Or downloading the application form from the SHRA website under the Residential Rent Relief Programme [www.shra.org.za](http://www.shra.org.za)

Completed application forms with the supporting documents must be submitted to [rentrelief@shra.org.za](mailto:rentrelief@shra.org.za)

Applications with insufficient information or errors on applications will be returned to the applicants for correction and re-submission within 5 working days from notification by the SHRA.

Closing Date for the application is 07<sup>th</sup> July 2021 by 16h00. Late applications will not be considered.

### **Minimum Requirements**

- Applicants must be SA citizens
- Currently residing in Social Housing
- The Rent Relief Grant will be targeted at social housing beneficiaries (as defined in the SHA and Regulations)
- Beneficiaries who are in financial distress as a direct consequence of COVID-19.
- Tenant whose households have been (financially) negatively affected by COVID – 19
- All SH landlords including MOEs will be eligible to apply on behalf of their tenants.
- When an SH landlord applies for the first time, they will have to submit a rent relief policy, approved by their board, which is in line with the SHRA's Rent Relief Policy.
- Social Housing Landlords will be conduits and will apply on behalf of tenants, and payments will be made against tenant accounts.
- Social Housing Landlords will have to do the means testing and verification of documents submitted by applicant tenants *see the guiding annexures on the next page*
- The applicants will be required to provide proof of loss of income for the tenants on whose behalf they are applying and provide all other supporting documents specified in the application form.
- The Rent Relief Programme will be made available retrospectively from 01 April 2020, and will run for a period of approximately six months or until funding funds out, whichever comes first.
- The grants will be approved on a sliding scale of up to 80% of what the tenant owns, depending on individual tenant circumstances.

## GUIDING ANNEXURES

### MEAN TESTING DOCUMENTATION CHECKLIST

**Social Housing Landlords, on behalf of the Social Housing Regulatory Authority, in its capacity as an accountable institution, has a duty to verify qualifying applicants s information and their supporting documents:**

Social Housing Landlords will have to do the means testing and verification of documents submitted by tenants in line with the qualifying criteria:

- The tenant must be a South African citizen or in possession of a valid South African permanent residence permit
- The tenants must have been renting the property for his/her private and primary residential use since 31 March 2020 (or before), in terms of a valid lease agreement
- The tenant must have been in good standing at the date of the commencement of the state of disaster and Level 5 lockdown (31 March 2020).
- The tenant's combined household income must be R15 000 per month or less.
- The tenant must submit proof that her/his household income reduced by at least 50% due to the state of disaster resulting from the Covid – 19 pandemic – the material period for determinations of loss of income is the period for which relief is sought (and not income at the time of applications).
- The tenant must have a repayment agreement in place

Documents required are to be submitted together with fully completed application forms for both SHIs and Tenants accompanied by the supporting documents via [rentrelief@shra.org.za](mailto:rentrelief@shra.org.za)

The following documents are required:

**1 TENANT(S)**

	<b>Document</b>
1 A. 1.1	<p>Certified copy of green, <b>bar-coded South African identity document</b> (if not available A valid reason why identity document could not be provided together with a valid passport or valid driver's license will be accepted)                      The tenant must be over 18 years of age on the date of lodging an application for rent relief.</p>
1 A. 1.2	<p>Or if Tenant (s) are having permanent residency status, that person(s) must be in possession of a <b>valid South African permanent residence permit.</b></p>
1 B.	<p>SHI must submit a <b>valid lease agreement</b> which shows that the tenant has been renting the property for his/her private and primary residential use since 31 March 2020. The SHI must also check or confirm that the tenant does not own any property.</p>
1 C.	<p>The SHIs should check the <b>tenants' statement account</b> and ensure that the account was in good standing and /or payments were up to date.                      The tenant must not have been in rental arrears, as of 29 February 2020, OR have been less than 30 days in arrears by end of March 2020                      The tenant must display that she/he has been unable to pay full rental during the lockdown because of loss of income caused by the economic downturn associated with the COVID-19 pandemic. Where necessary a detailed account of the challenge must be provided or accompany the motivation of why the tenants needs assistance in clearing rent arrears.                      The SHIs is also expected to submit the rent rolls for period ending 30 March 2020 and 30 September 2020</p>
1 D.	<p>SHIs to review the tenants and household members' proof of income and only put forward applications for tenants whose combined household income does not exceed R15 000 per month/</p>
1 E.	<p>Letters that show the changes in income as well as retrenchment letters received before on or after 30 March 2020 should be submitted</p>

<b>CONDITIONS OF THE RESIDENTIAL RENT RELIEF GRANT</b>	
<b>Item</b>	<b>SPECIAL PROVISIONS AND CONDITIONS</b>
2 A.	No cash payments will be made to qualifying beneficiaries.
2 B.	All approved funds will be deposited into a South African bank account provided by the Social Housing Landlords.
2 C.	All SHIs and ODAs must disclose their financial status before the declaration of the State of Disaster and such information will assist in determining the extent of support that is required. Therefore, audited financials for the year 2020/21 should be submitted.
2 D.	<p>To participate in this Programme, social housing landlords will have to undertake not to institute eviction proceedings against any tenant for a period equivalent to the approved grant period/ lease agreement, whichever is shorter.</p> <p>Awards of rent relief will be conditional upon landlord and tenant entering into a written settlement agreement in terms of which the tenant agrees to continue pay a stipulated reduced monthly rental, and the landlord agrees not to evict the tenant or terminate his or her utilities for a stipulated period.</p> <p>Breach of the settlement agreement by either party will result in termination of the rent relief payments or request for refund for payments already made by the Rent Relief Fund and will constitute an unfair practice in terms of the Rental Housing Act, read with Regulation 38(2)(c) of the regulations under the Disaster Management Act 2002, as amended on 29 December 2020</p> <p>In the event of the legally Evicted cases - The Relief must be paid to the landlord as long as the he/she evicted the tenant legally. The tenant and landlord must come together and lodge the application. There must be a document to prove that the write off debt and that will serve as a settlement agreement</p>
2 E.	The fact that a tenant may have previously benefitted from any form of housing assistance from the Government of the Republic of South Africa, shall not disqualify him or her from receiving rent relief.
2 .F	<p>Preferential treatment will be given in the case of –</p> <p>(a) tenants who are pensioners and/or persons living with disabilities, or who have pensioners and/or persons living with disabilities as part of their households in the rented accommodation.</p> <p>(b) persons living with disabilities, or who have persons living with disabilities as part of their households in the rented accommodation.</p> <p>(c) women-headed households; and</p> <p>(d) tenants with more than five dependents.</p>
2 G	The total award, will be an once payment and may not exceed 80% of rental amount up to a maximum of R1,900 per month (depending on individual tenant circumstances), for a period of up to six months (April 2020 - September 2020)
2 H	In the event where a tenant has paid. Such individuals will therefore not qualify. The purpose is to offset the accumulated debt - In an event of a contract expired – the landlord must still be covered. Any other special cases will be lodged as appeals to the Minister for guidance and ratification

For more information, please contact the following;

Contact person	Department	Email
Linda Mazarura	Residential Rent Relief Programme	<a href="mailto:Rentrelief@shra.org.za">Rentrelief@shra.org.za</a> <a href="mailto:Lindam@shra.org.za">Lindam@shra.org.za</a> 0112746239
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