

Chatham County Emergency Housing Funds

The Chatham County Emergency Housing Fund is comprised of funds allocated for emergency housing by the Chatham County Board of Commissioners in a given fiscal year.

The purpose of the Emergency Housing Funds are to provide support in case of mass displacement, homelessness or need of immediate shelter. Due to the need for expedient access to funds for individuals or families who are displaced, at risk of being displaced, and in need of emergency shelter or housing, the emergency housing funds will follow a separate process from the Chatham County Affordable Housing Trust Fund.

In order to access funds organizations must do the following:

Send a letter to **Stephanie Watkins-Cruz, Policy Analyst with the Chatham County Manager's Office.**

Letters can be sent via email to: stephaniew.cruz@chathamnc.org

Letters can be sent in the mail to: 12 East Street, P.O BOX 1809 Pittsboro, NC, 27312

The request for funds **must include** the following details:

- Description of Emergency
- Level of Urgency
- Amount Requesting
- Brief description of plan for disbursing funds if request is approved
- Any supporting data that the funding request is addressing consistent emergency needs versus risk of immediate displacement
- Organization name and address, main contact name, phone number, and email address

The letter will be reviewed by staff, and the Chair and Vice Chair of the Affordable Housing Advisory Committee. Their recommendation will be considered for approval by the County Manager or the County's Chief Financial Officer. If approved, staff will contact the main contact listed on the letter and work with them to disburse the funds.

Please note the following,

- The county cannot guarantee each request for funds will be granted to their limited nature. However, county staff will do their best to connect individuals that apply for community resources than can assist them in their time of need.
- The full amount of funding may not be available for immediate disbursement in case of mass displacement or other crisis. Staff will communicate with those who request funding for emergency housing programs about options if their funds are used before the end of the fiscal year.
- Individuals requesting funding will be connected to a local organization who may request on their behalf and assist with the disbursement of funds and connection to resources to address the emergency housing need or needs in question.
- Reporting on the use of funds and outcomes of those served will be required.

If you have any questions, please contact Stephanie Watkins-Cruz at stephaniew.cruz@chathamnc.org or 919-545-8398.