

Back@Home North Carolina Landlord Engagement Eligible Expenses

North Carolina Landlord Engagement Initiative funds are being made available to Back@Home Rehousing Agencies to increase access to housing for Back@Home households. This funding is meant to be flexible and innovative to address barriers to housing. Guidance on Eligible Expenses may change as we learn through implementation and evaluation which incentives best increase access to housing and build a landlord network.

Reimbursement: When submitting monthly billing, Rehousing Agencies must complete and submit a signed invoice along with required documentation for each expense per household. (All submissions require household ID, type of eligible expense, date, and amount spent)

Approvals: Rehousing Agencies should submit requests for approval through the online Landlord Engagement Activity Form. NCCEH will review for authorization and will notify Rehousing Agencies of the determination. Questions about eligible activities should be directed to LandlordEngagement@nceeh.org

Eligible Expense	Description	Pre-Approved Payment Cap	Supporting Documentation Requirements
Move-In Fees	Funds to incentivize landlords to rent to Back@Home households and to receive reduced screening and leniency in criminal background checks	<ul style="list-style-type: none"> Up to \$1,000 Rehousing Agencies must request authorization exceeding the pre-approved cap. 	<ul style="list-style-type: none"> Signed Back@Home Landlord Coupon with amount and landlord commitment to comply with program guidelines. Receipt for fee payment
Unit Upfit & Repairs	Funds to pay for smaller repairs that help meet HQS standards	<ul style="list-style-type: none"> Requires NCCEH pre-approval* 	<ul style="list-style-type: none"> Initial failed HQS/Habitability Inspection Report Receipt of upfit/repair expense Passed HQS Inspection Report
Barrier Buster Fees	Quick placement of households by eliminating housing barriers such as pet deposits and utility/rental arrears or other needs to make the unit accessible to the household	<ul style="list-style-type: none"> Requires NCCEH pre-approval* Rehousing Agencies must first utilize available State Back@Home funding for arrears, administrative fees, and deposits before requesting funds Rehousing Agencies are encouraged to utilize available community resources before requesting funds 	<ul style="list-style-type: none"> Copy of payment of arrears, deposits, etc.
Unit Repair Fees	These fees can be used in circumstances where a quick response to minor damage by a tenant enrolled in Back@Home will keep the landlord relationship intact. Should supplement the use of rent deposit to cover damages, not replace it.	<ul style="list-style-type: none"> Up to \$1,000 If fees exceed \$1,000, landlord must demonstrate that rent deposit and insurance have been leveraged, and requires NCCEH pre-approval.* 	<ul style="list-style-type: none"> Copy of HQS Inspection showing no damages Detailed invoice for expenses that includes amount covered by the rent deposit. Copy of payment for portion of damages covered by Landlord Engagement Funds.

Marketing Materials	Funds to pay for materials in order to advertise and engage potential landlord partners.	<ul style="list-style-type: none"> • Up to 5% of the total grant 	<ul style="list-style-type: none"> • Receipt for materials purchased for marketing events (ex. landlord breakfast) or campaigns (ex. brochures, yard signs) • Description of marketing event or campaign • Ongoing tracking of landlords engaged through event or campaign
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**If Approvals Required: Approval will be documented in Agency Reporting & Invoicing Smartsheets. Documented approval required for reimbursement.*