

# LEASE GUARANTY 2020

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PARTNERS HEALTHCARE  
MASSACHUSETTS GENERAL HOSPITAL  
MGH RESEARCH INSTITUTE

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# Lease Guaranty Program

## Massachusetts General Hospital Research Fellows

We are pleased to announce that Partners HealthCare System is offering the "Lease Guaranty Program" for the Massachusetts General Hospital Research Fellows.

Through the Lease Guaranty Program, Partners will guaranty payment to a landlord under specified circumstances. The Lease Guaranty program does not provide cash or money in any form. The benefit of this program is that instead of a trainee providing an advanced payment, a landlord will accept the Lease Guaranty document and its conditions. In return, a Research Fellow agrees to reimburse Partners for any payment Partners is required to make under the Guaranty.

The Guaranty has been accepted by these [properties listed](#) in the Boston area. We are optimistic that the terms of this Guaranty will be acceptable to many other landlords as well. Eligible Research Fellows may offer the Guaranty to any landlord they wish. If a landlord accepts the terms, a landlord is eligible to participate.

***DISCLAIMER:*** *The list of landlords simply represents organizations that participate in the Lease Guaranty program. Any reference obtained from this list about a specific product or service does not constitute or imply an endorsement by Partners Healthcare.*

### **RESEARCH INTRANET WEBSITE**

<https://mghresearch.partners.org/lease-guaranty-program/>

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## Eligibility

Research Fellows in the Mass General Research programs are eligible for this program.

- ✦ To be eligible, the Research Fellow must be appointed by the hospital as a “Research Fellow”
- ✦ The Lease Guaranty document becomes null and void if a Research Fellow is no longer enrolled in the Mass General Research Institute.
- ✦ The term of the Lease Guaranty is for 1 (one) year with annual renewal rights. The Lease Guaranty document needs to be re-executed every year that a Research Fellow wishes to participate in the program. If the Lease Guaranty document is not renewed with Partners and a Landlord annually, the Guaranty no longer is valid.

Specific questions regarding the program can be directed to:

Larysa Armano

Professional Staff Benefits Office

E-mail: [leaseguaranty@partners.org](mailto:leaseguaranty@partners.org)

Tel. 617-643-3071

Fax 617-726-2252

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## Participating Landlords





Click [here](#) for a list of landlords who currently participate in the Lease Guaranty program.

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## How to Apply

1. The Research Fellow (an Applicant) ensures s/he is eligible for the program.
2. The Research Fellow obtains information and required forms from their Program Director, the Mass General Research Institute Website, the Professional Staff Benefits Office or the Landlord.

### Required Forms:

-  *Your issued Program Offer Letter;*
  -  *A completed and signed Indemnity Authorization Form;*
  -  *A signed copy of Partners Lease Guaranty Procedure accepting the terms and conditions of the program;*
  -  *A completed Guaranty with the landlord's signature, name, address, e-mail and telephone number.*
3. A Landlord ensures that the dates on the lease are within a year and the address matches on all the forms. A Landlord signs the Guaranty.
  4. An applicant or a landlord submits all the required signed and dated documents (4 total) in one email to the [leaseguaranty@partners.org](mailto:leaseguaranty@partners.org) inbox.
  5. After all the information identified above is provided and is verified by the Professional Staff Benefits Office, the submitted Guaranty will be signed and forwarded to the landlord via email.

The valid Lease Guaranty documents are also available at the following address:

**Professional Staff Benefits Office**  
55 Fruit Street  
Bulfinch 126, Boston, MA 02114  
Tel. 617-643-3071  
E-mail: [leaseguaranty@partners.org](mailto:leaseguaranty@partners.org)

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## Terms and Conditions

1. The Guaranty is capped at \$7,000. Higher levels may be approved on a case-by-case basis.
2. Professional Staff Benefits cannot enter into negotiations with individual landlords. The Guaranty must be acceptable "as is" to the landlord. Residents are asked to notify the Professional Staff Benefits Office with objections they may encounter from landlords. These objections can then be considered when the program is re-assessed and possibly revised in the future.
3. Partners is making a guaranty to cover certain potential costs that the Tenant would otherwise be obligated to pay. The guaranty does not relieve the Tenant from any lease obligation. The Tenant will reimburse Partners for any payments made by Partners to the Landlord on the Tenant's behalf.
4. Tenant/Landlord issues are to be resolved by the Research Fellow and the Landlord. Partners will not become involved in negotiations with the Tenant and the Landlord. In general, payments to a Landlord will be made on demand (without any evaluation as to the validity of the claim) since the guaranty serves in lieu of funds that would otherwise be held by the Landlord. Payments made by Partners under the guaranty will be deducted from the Research Fellow's paycheck.
5. The term of the Lease Guaranty is for one year with annual renewal rights. The Lease Guaranty document needs to be re-executed every year that the Research Fellow wishes to participate in the program. If the Lease Guaranty document is not renewed with Partners and the Landlord annually, the Guaranty no longer is valid.
6. The Lease Guarantee document becomes null and void if a Research Fellow is no longer enrolled in the Mass General Research Institute and/or has no longer "Research Fellow" title.
7. If dates and/or cost of rent were changed since the Lease Guaranty documents had been signed, a landlord must notify the Professional Staff Benefits Office via email [leaseguaranty@partners.org](mailto:leaseguaranty@partners.org).

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## Frequently Asked Questions

### **✚ What are the Fellowship programs affiliates?**

Brigham and Women's Hospital, McLean Hospital, Massachusetts Eye and Ear, Spaulding Rehabilitation Hospital, Newton-Wellesley Hospital, North Shore Medical Center.

### **✚ I am a non-employee Research Fellow at MGH. Am I eligible?**

Yes.

### **✚ I am a non-employee Research Fellow in any of the Mass General affiliates. Am I eligible?**

No.

### **✚ I am a full-time/part-time Research Fellow at Mass General. Am I eligible?**

Yes.

### **✚ I am a Clinical Research Fellow at the MGH affiliate. Am I eligible?**

Yes. Please go to <https://www.partners.org/Graduate-Medical-Education/Default.aspx>

### **✚ Premises filed:**

The "Premises" field must include the full address including the apartment, zip code and city/town.

### **✚ Will you pay broker fees?**

The Lease Guaranty Program does not cover brokers' fees. In some instances (for example, off-season) the brokers' fees or a part of them may be covered by your landlord. There is no agreement your landlord will chose to offer to share the cost. Please make sure you negotiate or inquire about the broker fees prior to choosing an apartment. Our list of landlords was developed for the participants to avoid additional fees.

### **✚ Clarification on Cash**

The Lease Guaranty program does not provide cash or money in any form. The benefit of this program is that a landlord collects no advance payment from a trainee of any kind and accepts the Lease Guaranty document and its conditions instead.

### **✚ How all disputes are resolved?**

All disputes are resolved through the Mass General Research Institute Lease office which guarantees payment to the landlord. As a rule, the landlord has his own contract/lease with an applicant in addition to the Lease Guaranty program.

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### **+ What if I share the lease? Do I need to sign 2 sets of documents?**

If two or more tenants are eligible for the program, the program requires only one name of a responsible Fellow on the document. The Lease Guaranty cap is calculated per apartment; therefore, the cap will be \$7,000 even if two eligible participants share the apartment.

### **+ Dates on the Lease:**

- Please, note the Lease Guaranty is only valid for 1 year with the limited liability of \$7,000.00
- Each lease must have its start date and the end date within a year.

#### Example:

- The lease starts on 03/19/2020 and ends on 03/18/2021; or
  - The lease starts on 03/19/2020 and will end any time before 03/18/2021.
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- Kindly insert the date in the following sentence “EXECUTED as a sealed instrument by the parties hereto as their duly authorized acts by their duly authorized representatives as of this \_\_\_\_th day of \_\_\_\_\_, 2019 (2020).  
Day Month

*You must resubmit paperwork for each lease, i.e. Indemnity, Guaranty and Procedure form.*

### **+ What if I need to change the dates, address or the amount of rent on the form?**

A landlord/fellow must notify all the parties of any changes including the lease start and end dates and the monthly rent. Date and initial the change. The modified documents must be emailed to the [leaseguaranty@partners.org](mailto:leaseguaranty@partners.org) inbox.

### **+ Where can I find more guidance on how to complete the forms or on the rules of the program?**

Please call us at 617-643-3071, email us at [leaseguaranty@partners.org](mailto:leaseguaranty@partners.org) or visit our office Monday through Friday 8 a.m. till 4:30 p.m. at 55 Fruit Street, Bulfinch Building, Room 126, Boston, MA 02114.