

EMERGENCY HOUSING VOUCHERS

- AGENDA
 - OVERVIEW OF THE VOUCHERS
 - TARGET POPULATION
 - REFERRAL PROCESS AND FORMS
 - INCENTIVES
 - OVERVIEW OF EACH PARTY'S RESPONSIBILITIES



OVERVIEW OF THE VOUCHERS

- 283 NEW VOUCHERS IN THE COUNTY (142 TO HACP, 141 TO ACHA)
- PART OF THE AMERICAN RESCUE PLAN SIGNED INTO LAW BY PRESIDENT BIDEN
- USED TO REDUCE THE HOMELESS POPULATION IN THE COUNTY
- EHV VOUCHERS SUNSET ON 9/30/2023
- SIGNED MOU BETWEEN HOUSING AUTHORITIES AND DHS TO ADMINISTER THE PROGRAM
- PROGRAM TO START 8/1/2021
- AVAILABLE ONLY TO PEOPLE EXPERIENCING LITERAL HOMELESSNESS OR WERE FORMERLY HOMELESS AND NEED ON-GOING RENTAL ASSISTANCE TO PREVENT FURTHER HOMELESS EPISODES
- DHS IS RESPONSIBLE FOR CERTIFYING ELIGIBILITY FROM PEOPLE REFERRED FROM PARTNERS

TARGET POPULATION

- **ACTIVE RAPID REHOUSING (RRH), TRANSITIONAL HOUSING (TH), AND BRIDGE HOUSING (BH) PARTICIPANTS THAT HAVE EXCEEDED THE MAXIMUM ALLOWABLE LENGTH OF STAY IN THEIR PROGRAM**
- **ACTIVE RRH, TH, AND BH PARTICIPANTS THAT HAVE LESS THAN THREE MONTHS OF ELIGIBILITY REMAINING IN THEIR PROGRAM**
- **ACTIVE PERMANENT SUPPORTIVE HOUSING (PSH) PROGRAM PARTICIPANTS WHO ARE READY TO MOVE ON (NO LONGER NEED THE SERVICES ASSOCIATED WITH THEIR PROGRAM), BUT WHO LACK THE FINANCIAL RESOURCES TO PAY FOR THEIR APARTMENT ON THEIR OWN. THESE PARTICIPANTS MUST HAVE AT LEAST 90 DAYS SINCE MOVING INTO THEIR PERMANENT HOUSING UNIT.**
- **ACTIVE RRH, TH, AND BH PARTICIPANTS WHO ARE READY TO MOVE ON (NO LONGER NEED THE SERVICES ASSOCIATED WITH THEIR PROGRAM), BUT WHO LACK THE FINANCIAL RESOURCES TO PAY FOR THEIR APARTMENT ON THEIR OWN. THESE PARTICIPANTS MUST HAVE AT LEAST 90 DAYS SINCE MOVING INTO THEIR PERMANENT HOUSING UNIT.**
- **HOUSEHOLDS WHO HAVE BEEN LIVING IN EMERGENCY SHELTER FOR OVER SIX MONTHS**

TARGET POPULATION

- HUD HAS WAIVED CERTAIN ELIGIBILITY REQUIREMENTS, INCLUDING:
 - Owing a balance to another PHA
 - Criminal backgrounds except those prohibited by statute (Megans Law, Meth production)
 - Some third party documentation requirements can be received after the voucher issuance
 - Previous evictions from housing authorities for drug offenses
 - Current drug or alcohol related criminal activity
- HOUSING AUTHORITIES MAY STILL DENY FOR CURRENT OR RECENT VIOLENT CRIMINAL ACTIVITY, FRAUD OR BRIBERY IN SUBSIDIZED HOUSING, OR VIOLENT OR ABUSIVE BEHAVIOR TOWARD PHA STAFF
- COC STAFF MAY BE ABLE TO PROVIDE CERTIFICATIONS TO SOME ELIGIBILITY REQUIREMENTS ON BEHALF OF THEIR CLIENTS BEING REFERRED

REFERRAL PROCESS AND FORMS

- DHS HAS CREATED A NEW REFERRAL FORM JUST FOR THE EHV PROGRAM. YOU **MUST USE THIS FORM TO MAKE A REFERRAL**
- SEND ALL REFERRALS TO DHS-EHV@ALLEGHENYCOUNTY.US
- REFERRED CLIENTS MUST BE IN THE TARGET POPULATION (RRH, TH, PSH, OR BRIDGE HOUSING PARTICIPANTS WHO NEED ON-GOING RENTAL ASSISTANCE OR SINGLE ADULTS/FAMILIES IN EMERGENCY SHELTER FOR AT LEAST 6 MONTHS WHO WOULD ACHIEVE PERMANENT HOUSING WITH THE VOUCHER)
- YOU **MUST** HAVE ALL HOUSING AUTHORITY REQUIRED DOCUMENTS AT THE TIME OF REFERRAL
- YOU **MUST** BE ABLE TO MEET THE REQUIREMENTS LISTED ON THE FRONT OF THE REFERRAL FORM (SEE NEXT SLIDE)

REFERRAL PROCESS AND FORMS

ALL SERVICE PROVIDERS SEEKING EHVS ON BEHALF OF THEIR PROGRAM PARTICIPANTS WILL BE REQUIRED TO:

- MAKE REFERRALS THROUGH DHS USING THIS REFERRAL FORM TO ENSURE PROPER TRACKING, DOCUMENTATION, AND CERTIFICATION OF THE REFERRAL. ALL QUESTIONS MUST BE ANSWERED ON THIS FORM WITH SUPERVISOR REVIEW AND APPROVAL.
- SUPPORT INDIVIDUALS AND FAMILIES IN COMPLETING APPLICATIONS AND OBTAINING ALL NECESSARY SUPPORTING DOCUMENTATION TO SUPPORT REFERRALS AND APPLICATIONS FOR ASSISTANCE, WHILE AIDING HOUSEHOLDS IN ADDRESSING BARRIERS TO HOUSING.
- SUPPORT HOUSING AUTHORITIES IN ENSURING APPOINTMENT NOTIFICATIONS TO ELIGIBLE INDIVIDUALS AND FAMILIES ARE RECEIVED AND WILL ASSIST ELIGIBLE HOUSEHOLDS IN GETTING TO MEETINGS WITH HOUSING AUTHORITIES.
- SUPPORT ELIGIBLE INDIVIDUALS AND HOUSEHOLDS IN COMPLETING AND APPLYING FOR SUPPORTIVE SERVICES, ASSIST IN PROVIDING ALL DOCUMENTATION TO ACCOMPANY APPLICANTS TO THE HOUSING AUTHORITY, INCLUDING PROOF OF AGE, SOCIAL SECURITY CARDS, CURRENT PHOTO IDENTIFICATION, AND ALL OTHER DOCUMENTS NECESSARY FOR THE HOUSING AUTHORITY TO PROCESS DOCUMENTS TO DETERMINE ELIGIBILITY FOR VOUCHER ASSISTANCE UNDER THE EHV PROGRAM. ENSURE INDIVIDUALS RETURN ACCEPTABLE REQUIRED DOCUMENTATION WITHIN THE HOUSING AUTHORITIES SET TIME FRAME.
- ATTEND EHV APPLICANT BRIEFINGS ON AN AS NEEDED BASIS.

REFERRAL PROCESS AND FORMS

- ONCE DHS DETERMINES THAT THE REFERRED HOUSEHOLD IS ELIGIBLE, DHS WILL CERTIFY THE REFERRAL BY USING THE CERTIFICATION FORM AND SEND IT TO THE APPROPRIATE HOUSING AUTHORITY. CITY RESIDENTS WILL BE SENT TO HACP, ALL OTHERS WILL GO TO ACHA
- THE HOUSING AUTHORITIES WILL THEN PROCESS THE REFERRAL, COLLECT REQUIRED DOCS, RUN THE BACKGROUND CHECK, AND ISSUE THE VOUCHER (REMEMBER THAT MANY ELIGIBILITY CRITERIA ARE WAIVED UNDER EHV!!!)
- HOUSING AUTHORITIES WILL CONDUCT INSPECTIONS, DETERMINE RENT REASONABLENESS AND TENANT CONTRIBUTION, AND MAKE PAYMENTS TO LANDLORDS ONCE THE REQUEST FOR TENANCY IS APPROVED

LANDLORD INCENTIVES

- WE ARE TRYING TO CREATE A PATH TOWARD EFFECTIVE USE OF THE VOUCHERS AND HAVE DESIGNED INCENTIVES WITH THIS IN MIND
- SPEED, SUCCESS, AND READINESS
- USE THE VOUCHERS AND INCENTIVES IN A TARGETED WAY TO END HOMELESSNESS, BUT ALSO ENSURE THAT WE ACHIEVE SUCCESS WITH THE REFERRALS
- DISCUSSIONS WITH HOUSING AUTHORITY STAFF AND OTHER COC ACROSS THE STATE, BUT AN EYE TOWARD OUR RENTAL MARKET IN ALLEGHENY COUNTY

LANDLORD INCENTIVES

- RETENTION BONUS-- \$2000
- RECRUITMENT BONUS-- \$1000
- PERHAPS A MITIGATION FUND FOR LANDLORDS IN PITTSBURGH WHO ACCEPT HACP VOUCHERS AS WELL

TENANT INCENTIVES

- HOUSING SEARCH ASSISTANCE
- APPLICATION FEES
- UTILITY DEPOSITS
- SECURITY DEPOSITS (ONLY IF NOT AVAILABLE THROUGH COC)
- RENTERS INSURANCE IF REQUIRED BY LEASE
- MOVING EXPENSES, HOUSEHOLD ITEMS (ONLY IF NOT AVAILABLE THROUGH COC)



SERVICE PROVIDER RESPONSIBILITIES

- IDENTIFY ELIGIBLE HOUSEHOLDS
- SUBMIT REFERRAL TO DHS
- ASSEMBLE NECESSARY DOCUMENTATION (BIRTH CERTS, SS CARDS, ID, PROOF OF INCOME)
- ASSIST WITH APPLICATION, HOUSING SEARCH, OUTREACH TO EXISTING LANDLORD ABOUT INCENTIVES
- REQUEST MONIES THROUGH THE SERVICES FEE FOR LANDLORD BONUSES, APPLICATION FEES, FURNITURE, UTILITY DEPOSITS, RENTER'S INSURANCE, ETC.



DHS RESPONSIBILITIES

- MARKET THE PROGRAM TO SERVICE PROVIDERS AND EXPLAIN TARGET POPULATIONS
- ACCEPT REFERRALS FROM SERVICE PROVIDERS
- CERTIFY REFERRALS FROM SERVICE PROVIDERS (DETERMINE ELIGIBILITY)
- ENTER REFERRALS ON MASTER LIST
- SEND ELIGIBLE REFERRALS TO HOUSING AUTHORITIES

HOUSING AUTHORITY RESPONSIBILITIES

- PROCESS THE REFERRALS TO START VOUCHER ISSUANCE
- SEND APPLICATIONS TO APPLICANTS, SERVICE PROVIDER, AND DHS
- COMMUNICATE WITH APPLICANTS, DHS, AND SERVICE PROVIDER ON STATUS OF APPLICANTS/REFERRALS
- PROCESS RFTA, DO INSPECTIONS, CALCULATE RENTAL SUBSIDY, AND PERFORM OTHER DUTIES RELATED TO ISSUANCE OF VOUCHER
- PROVIDE HOUSING SEARCH ASSISTANCE (HACP TO CONTRACT THIS OUT)

HOUSING AUTHORITY RESPONSIBILITIES

- UPDATE MASTER LIST WHEN APPLICANT REACHES MILESTONES ON THE LIST (VOUCHER ISSUANCE, INSPECTION DATE, RFTA RETURNED, ETC.)
- TRACK REFERRALS, UPDATE MASTER LIST, COORDINATE THE PARTNERS (HACP TO CONTRACT THIS OUT)
- STAY ON TOP OF DENIALS
- ENSURE EFFECTIVE COMMUNICATION
- COORDINATE AND ATTEND MEETINGS OF THE PARTNERS (HA, SERVICE PROVIDERS, AND DHS)
- PROCESS PAYMENTS UNDER THE SERVICES FEE (LANDLORD BONUSES, APPLICATION FEES, UTILITY DEPOSITS, MOVING EXPENSES, ETC.) (HACP TO CONTRACT THIS OUT)

A photograph of a red truck parked in a narrow alleyway between buildings. The truck is on the left side of the frame, and a white vertical line runs down its side. The alleyway leads to a bright, hazy area in the distance where several people are visible. The buildings on the right have various pipes and a yellow awning.

QUESTIONS AND ANSWERS