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**RECOMMENDATION:**

Guidelines for Using Boomerang Rapid Rehousing Funds and a Standard Boomerang RRH Program Participation Agreement

**DEVELOPED BY:** Working Group of System Coordination Committee, 3/7/18

**AMENDED BY:** System Coordination Committee, 3/14/18.

**VOTE TO RECOMMEND WITH AMENDMENTS:**

System Coordination Committee, 3/14/18

13 Yes, 0 No, 0 Abstain

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**BACKGROUND**

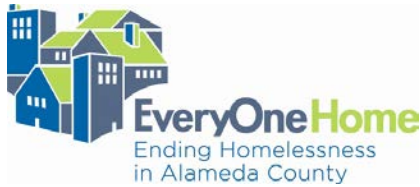
Rapid re-housing (RRH) is an interim housing program for homeless people to get quickly re-housed and stay housed. By design, rental assistance is a short and shallow subsidy. Aided by a housing navigator the client is provided supportive services that help make the transition back to independent living within a short time frame. Once this happens, the rapid re-housing “slot” turns over, and another client can be served until all resources are depleted.

**PURPOSE**

The purpose is to establish guidelines for rapid rehousing programs funded FY 17/18 with Boomerang funds within the Coordinated System contracts.

**PROPOSAL**Steps for being matched to RRH

- Rapid Rehousing will be allocated by using the prioritized list.
- Prior to being approved for a RRH slot, the client and Housing Navigator must talk about realistic housing options given the client’s current income and potential future income. This assessment includes the client’s prior work history and is not based on current behaviors.
- The Housing Navigator and client will create a written housing stability plan that outlines a reasonable path towards the client taking over his/her own rent in 9 months. Plans must include measurable goals and objectives and include realistic housing options such as increasing income (including for people on SSI), utilizing shared housing, and moving to a community where rents are more affordable.
- Plans must include the maximum amount of rent that the client feels he/she will be able to take on in the future.
- The Housing Navigator will submit the housing stability plan for approval to the HRC manager. The HRC manager will review the plan to ensure that it includes detailed, realistic steps for moving towards independent housing and that the maximum rent amount is realistic given the clients current and potential future income.



- Once the HRC Manager approves the housing stability plan, the client is officially matched to the RRH intervention and can begin a housing search.

#### Eligibility

- Literally homeless individuals or families who have completed the County Assessment tool and are prioritized for an intervention
- Income level of 30% AMI or below at program entry
- No other source of RRH available for the client's specific population (ex: Housing Navigators will assist their clients to access RRH targeted towards youth, families, people on probation, and veterans before using this source of funds).
- Has a housing stability plan, approved by the HRC Manager, that shows a realistic path towards taking over rental payments within 9 months (see above)
- Willing to work with a housing navigator on the housing stability plan

#### Length of assistance

Assistance will be provided for up to 9 months. Any extensions to be approved by HRC Manager.

#### Allowable Rent

Will use a rent reasonableness standard but more importantly will use a client reasonableness standard.

#### Habitability

HQS inspection prior to move in is the best practice standard for this funding source. However, a Housing Navigator may use a habitability standard in cases where HQS is not reasonable (ex: some shared housing situations). The HRC Manager must approve use of habitability standard instead of HQS and the reason must be documented in the client case file.

#### Eligible costs

Rental deposits (up to 2 times the rent), Utility deposits, Rent  
Late fees are not an eligible expense

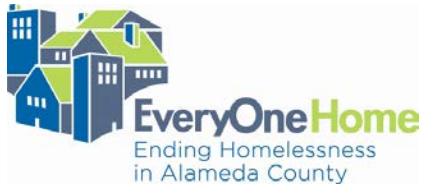
#### Financial Projections

Each agency administering Boomerang RRH funds must maintain an up to date financial projection spreadsheet. This documentation should include currently enrolled households and potential future enrolled households. The documentation should show projections of each household's rental assistance over time in the program and should show that the projected costs can be covered by the rental assistance budget available. Financial projections should be updated whenever there is a change in the rental assistance plan for a client or at least once a month.

#### Rental Assistance amounts

Clients must agree (by signing the participant agreement) to contribute to their rent on the following schedule:

Months 1-3	25% of rent
Months 4-6	50% of rent*
Months 7-9	75% of rent*



\*if approved for ongoing rental assistance at reassessments

Depending on a client's situation he/she may be able to move towards 100% of the rent on a faster schedule. Any exceptions to the payment schedule which result in less rent being paid must be discussed with the Housing Navigator and the client and Housing Navigator must document a clear plan for getting back to the payment schedule as quickly as possible. This written exception request must be approved in advance by the HRC Manager. Clients with no income are still eligible for RRH provided the housing stability plan shows a path to obtain income quickly.

#### Program Expectations

- Household and Housing Navigator meet a minimum of 2 times per month (once housed, 1 of those meetings must be in unit)
- Household signs and follows the participant agreement
- Household contributes to the rent on the agreed schedule
- Household works on increasing income, is willing to consider shared housing, or is willing to consider moving to a more affordable community

#### Reassessments

Clients will be approved for RRH in 3 month intervals. Housing Navigators will conduct formal assessments every three months (in month 3 and month 6) to ensure that clients are on track to take over full payment of their rent. The HRC Manager will review all reassessments and approve services for another 3 months.

#### Services after rental assistance ends

After rental assistance ends client may receive up to 3 months of on-going Housing Navigation. This timeframe may be extended depending on a client's needs (with a limit of 6 months for AC3 funded Housing Navigation).

#### Client's refusal of services

Clients retain the right to opt out of services at any time. While participating in the RRH program if a client is offered a permanent supportive housing (PSH) voucher or site based unit and they refuse the offer for whatever reason, the refusal will be documented in writing both to the client and in their file.