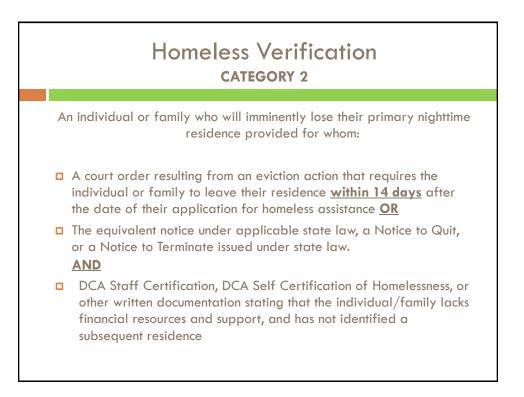
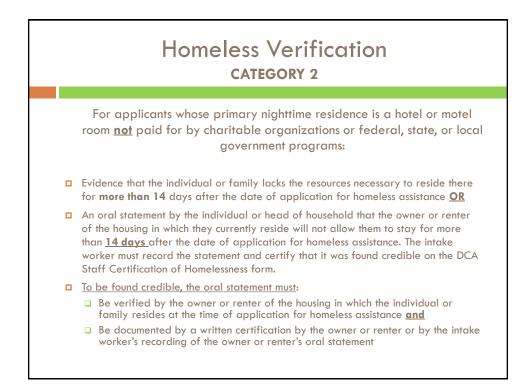
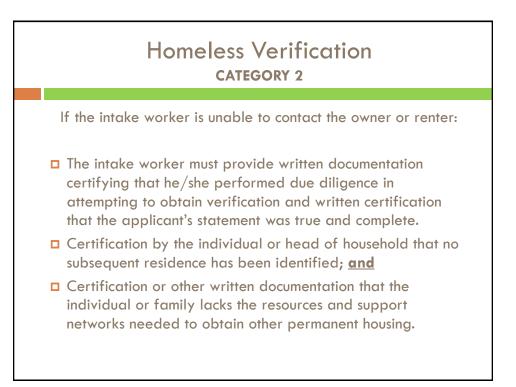


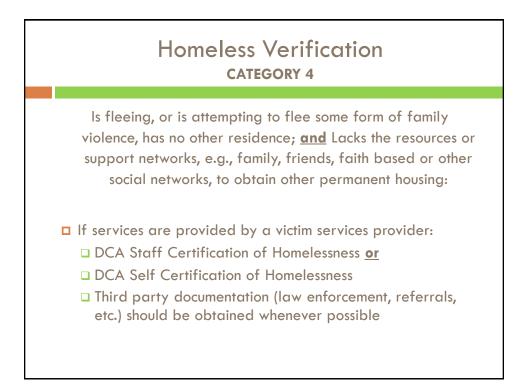


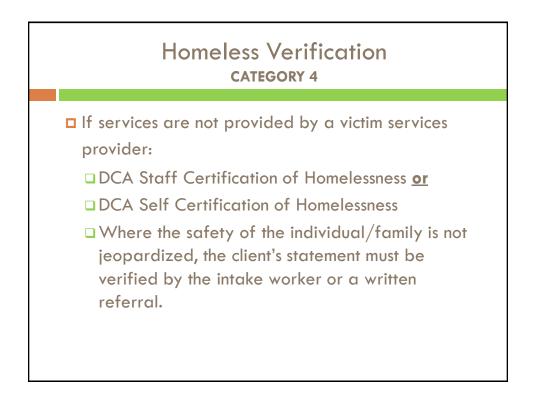
DCA At-Risk of Homelessness Certification		
	Georgia Department of Community Affairs	
-	AT-RISK OF HOMELESSNESS CERTIFICATION	
	This is to certify that the above named individual or household is currently at risk for homelessness based on the	
	information indicated below and signature indicating their current housing status.	
	THIRD PARTY EVIDENCE, INCLUDING WRITTEN STATEMENTS, [(8) and (C) below], MUST BE ATTACHED TO THIS FORM IN ORDER TO CERTIFY AT-RISK STATUS.	
	ESG Applicant Name:	
1	Address from which applicant is being evicted:	
1	 Individual without dependent children (complete one form for each adult household member) 	
	 Household with dependent children (complete one form for each adult household member) Number of persons in the household: 	
	Living Situation and Risk Factors	
1	The person/household named above is currently living in housing from which he/she/they is/are being evicted. ESG assistance provided will not overlap with other federal funding sources.	
1	assistance provided with not overlap with other redenal runding sources. The individual or family:	
	The individual or family: 1. Has income <u>below</u> 30 percent of median income for the geographic area (see income documentation form);	
1	AND 2. Lacks sufficient resources to attain housing stability. [e.g., family, friends, faith-based or other social networks	
1	and an adverter to be a set of the set of	
	Evidence of the second eligibility criterion (#2 above) for this applicant is:	
	 Source documents (e.g., notice of termination from employment, unemployment compensation statement, bank statement, health-care bill showing arrears, utility bill showing arrears). 	
1	To the extent that source documents are unobtainable, a written statement by the relevant third party (e.g.,	
	former employer, public administrator, relative) or written certification by the intake staff of the oral verification by the relevant third party that the applicant meets one or both of the criteria of the definition of "at risk of	
	homelessness" or If source documents and third-party verification are unobtainable, a written statement by intake staff describing	
	In source documents and intro-party vehication are biodicanable, a written scatement by incase scall describing the efforts taken to obtain the required evidence.	
	The person(s) listed above meet one or more of the following risk factors:	
	Has moved frequently because of economic reasons Is living in the home of another because of economic hardship	
	Has been notified in writing that their right to occupy their current housing or living situation will be terminated	
	within 21 days after the date of application Uves in a hotel or motel: "and the cost of the hotel or motel is not paid for by federal, state, or local government	
	programs for low-income individuals or by charitable organizations" Lives in severely overcrowded housing; (in a single-room occupancy or efficiency apartment unit in which more	
	than two persons, on average, reside or another type of housing in which there reside more than 1.5 persons per	
	room, as defined by the U.S. Census Bureau.) Is exiting a publicly funded institution; or system of care, (such as a health-care facility, mental health facility,	
	foster care or other youth facility, or correction program or institution)	

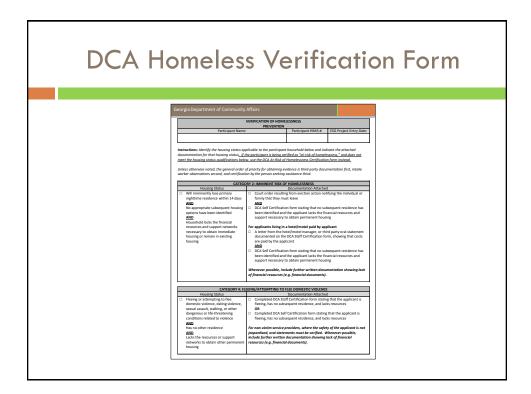








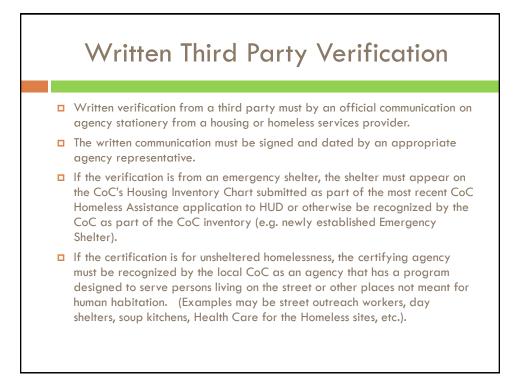


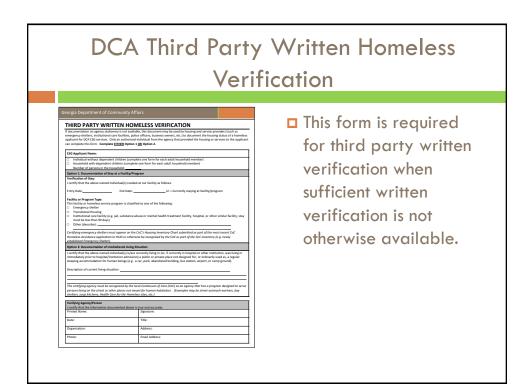


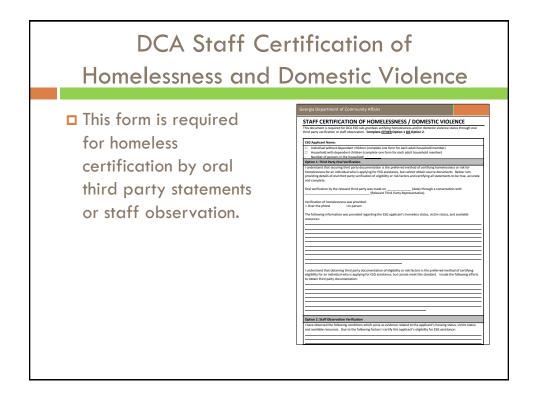
Documenting Homeless Status

HUD prefers this order for homeless verification:

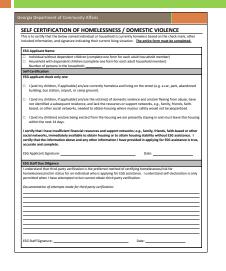
- 1. Third Party verification
 - Written, including documents already available
 Oral
- 2. Intake Staff Observations
- 3. Self-Certification (with staff certifying due diligence)
- Lack of third party documentation MUST NOT prevent an individual or family from being immediately admitted to emergency shelter, receiving street outreach services, or being immediately admitted to shelter or receiving services provided by a victim service provider.







DCA Self Certification of Homelessness and Domestic Violence



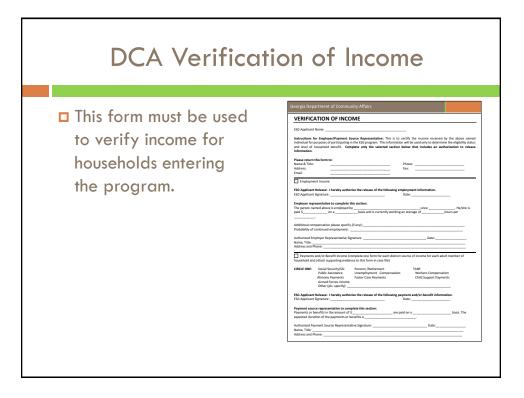
This form is required for client self declaration of homelessness or domestic violence.

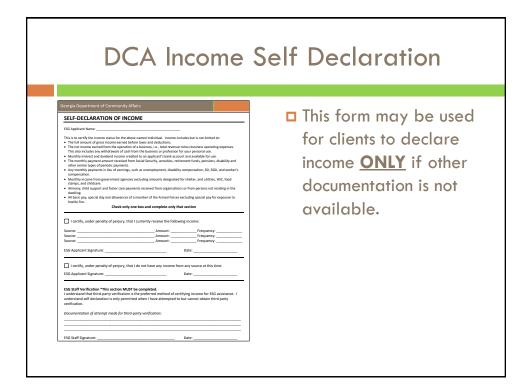
Income Verification

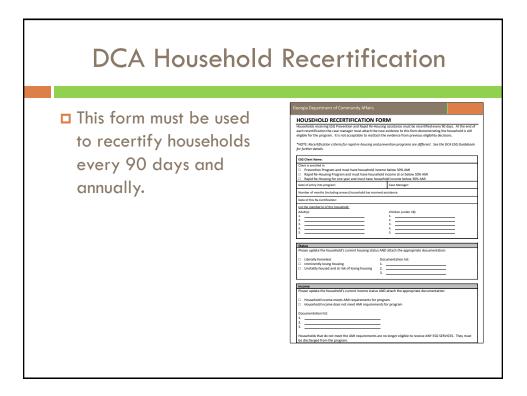
- Source documents should be the primary type of income verification (bank statements, pay stubs, etc.).
- All Prevention households must be below 30% AMI at entry and at each 90 day recertification
- HUD AMI website:

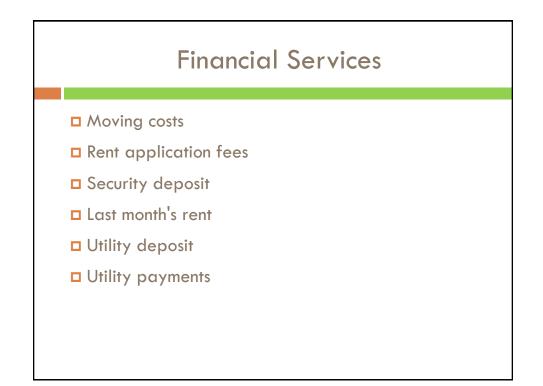
https://www.huduser.gov/portal/datasets/il.html#201 7_data

HUD guidance for ESG: <u>https://www.hudexchange.info/resource/5079/esg-income-limits/</u>



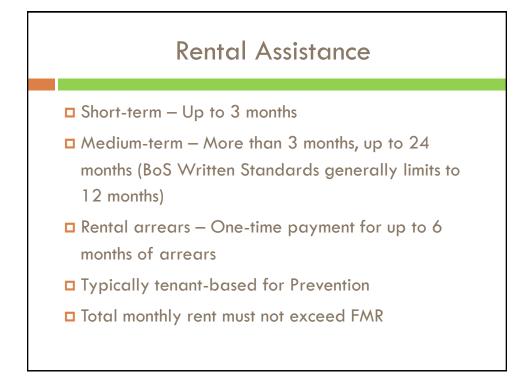






Housing Relocation and Stabilization Services

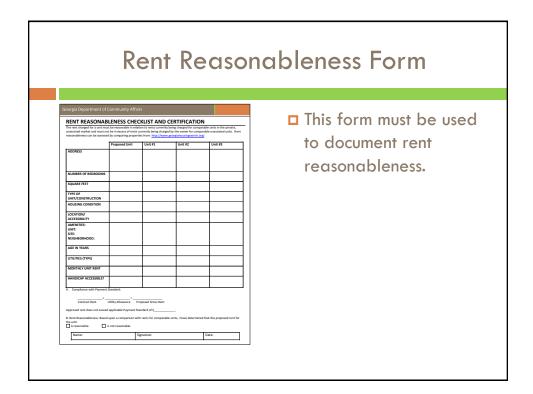
- Housing Search & Placement
- Housing Stability Case Management
- Mediation
- Legal Services
- Credit repair

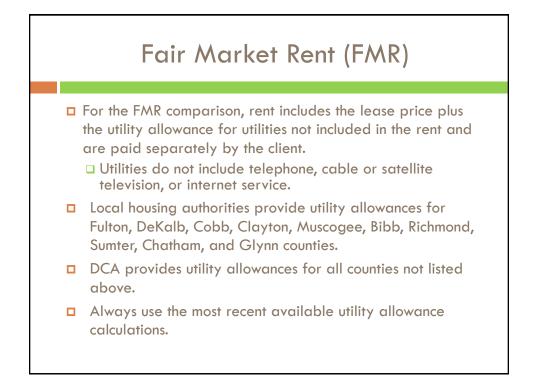


Case Management Requirements At least 1X per month Changes in income/household composition Re-certification every 90 days (No advances) Re-cert annually

- Housing stability plan at discharge
- Increase incomes and acquisition of mainstream benefits (Georgia Gateway)

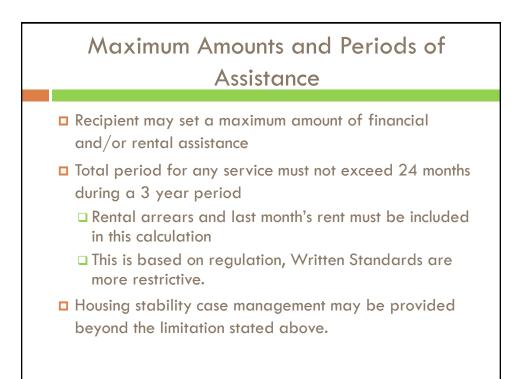






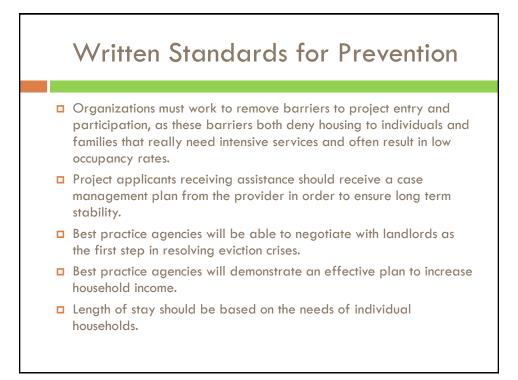
Late Payment Fees

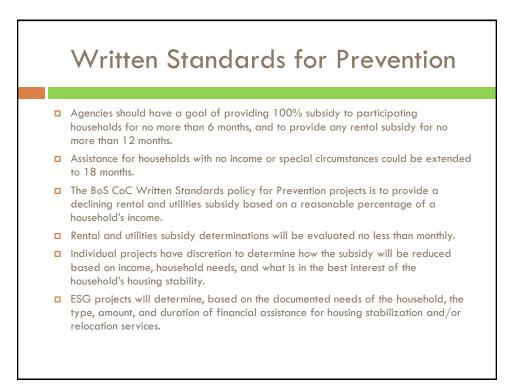
- Make timely payments to each owner in accordance with the rental assistance agreement
- Sub-recipient is responsible for paying late payment penalties that it incurs with non-ESG funds
- Arrears payments can be made up to 6 months rent, including late fees, and 6 months utilities, per service

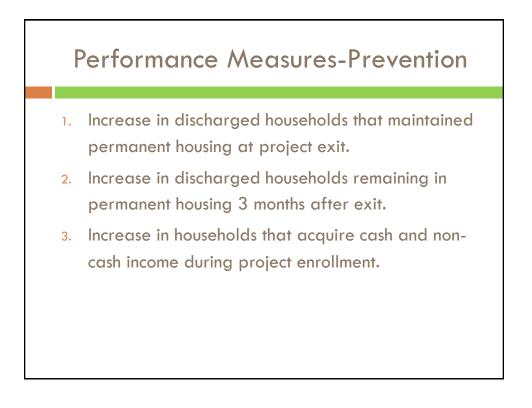


Use with Other Subsidies

- Collaborations with other programs are allowable if services are unduplicated (VASH, SSVF, etc.)
- Cannot receive same <u>type</u> of assistance from 2 public sources (federal, state, local, etc.)
- Rental assistance cannot be provided to a program participant who is receiving tenant-based or project-based rental assistance or URA
- Payment for client's part of rent arrears allowable (1 time)

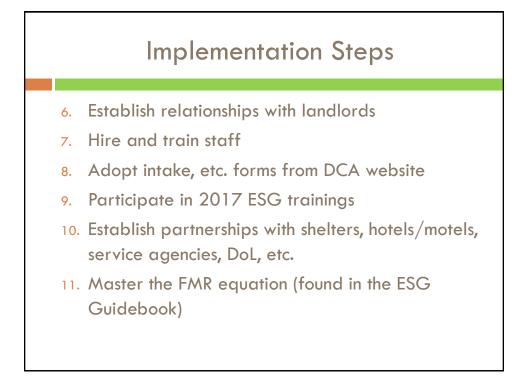






Implementation Steps

- 1. Read manual and regulations
 - a) Homeless Definition Rule
 - b) Interim ESG Rule
 - c) DCA ESG Guidebook
- 2. Read your contracts!
- 3. Familiarize yourself with ESG Grantees Only website
- 4. Watch pre-recorded ESG webinars on HUD Exchange website
- 5. Incorporate Housing Support Standards into practice



Implementation Steps

12. Set up HMIS

- 13. Coordinate with your Prevention peers
 - DCA lists, webinars
- 14. Set staff and project goals for the year
- Make project participants' long term success your main goal

