



# OHIO

**Balance of State  
Continuum of Care**

## **Introduction to the Ohio BoSCoC Homelessness Prevention Standards**

**Presenters:** Erica Mulryan, Hannah Basting

September 10, 2020

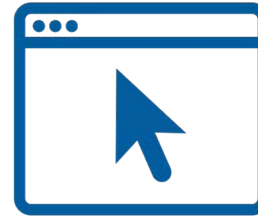
# Webinar Information



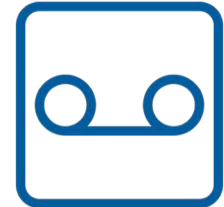
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# Agenda

- Background and Introduction
- Overview of HP Standards
- HP Targeting Tool
- Plans for Continuous Quality Improvement
- HP and Coordinated Entry
- Expectations and Timeline for Compliance
- Connection with other BoSCoC Requirements and System Planning Efforts

# Background and Introduction

## Purpose of **HP Standards**

- Meet HUD requirements to develop written standards for ESG funded HP programs
- Ensure more consistent use of best practices
- Standardize program design and implementation across the Ohio BoSCoC homeless system
- Provide basic program administration guidance
- Provide guidance to projects newly funded by HUD's Emergency Solutions Grant Program under the CARES Act (ESG-CV)

# Background and Introduction

How the **HP Standards** were developed

- CoC drafted HP Standards based on existing RRH Standards
- Informal review by HP providers, ODSA, and CoC Board members

# Background and Introduction

Who the **HP Standards** apply to

- All Ohio BoSCoC HP projects funded by HUD or Ohio Development Services Agency(ODSA), including:
  - Homeless Crisis Response Program (HCRP) HP
  - Emergency Solutions Grant (ESG) HP
  - Emergency Solutions Grant - Cares Act (ESG-CV) HP
- Other HP projects
  - OHFA's Emergency Housing Assistance Program
  - Housing Now for Homeless Families (TANF-funded HP/RRH)
- These HP Standards do not apply to VA-funded SSVF RRH providers



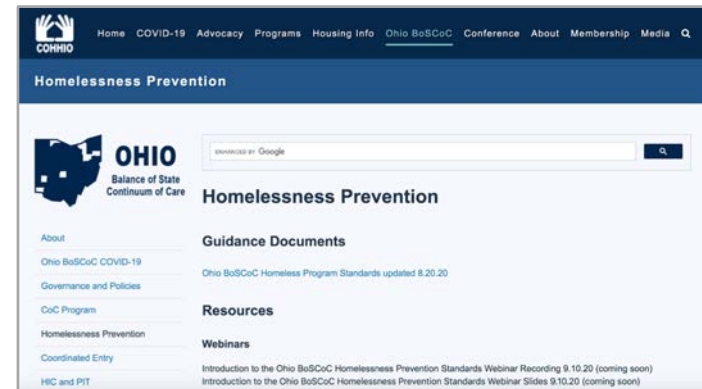
# Background and Introduction

HP Standards are part of the Ohio BoSCoC Homeless Program Standards

<https://cohhio.org/boscoc/gov-pol/>



<https://cohhio.org/boscoc/hp/>



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# Definition of Homelessness Prevention

- HP programs provide housing stabilization services and short/medium-term rental assistance, as necessary, to **prevent entry into literal homelessness**
- Comprised of two core components:
  - Case management and supportive services
  - Financial assistance



# Overview of HP Standards

## How **HP Standards** are organized

- Organized around two core components of HP:
  - Case management and supportive services
  - Financial assistance
- Overarching standards and requirements
- Data Collection, Monitoring, Reporting
- Modeled after RRH Standards

# Overview of HP Standards

## How HP Standards are organized

- **BEST PRACTICES** highlight practices that providers may not be able to implement now, but that are something to strive for
  - Example: home-based case management

- As needed, accompany clients in efforts to identify possible housing options  
Where resources are available, provide transportation assistance to clients to aid in housing options search, if needed

**BEST PRACTICE:** Except during the COVID-19 pandemic, when possible, HP projects provide case management services in the client's home.

**REQUIREMENTS:**

- Case management staff strive to meet with every client in their home at least once during the time they are being assisted by the HP project
- Where HP projects are unable to provide in-home case management services for all clients, projects prioritize home visits for clients with higher needs or potential need for longer term assistance
- HP projects have policies and procedures that address staff safety while doing home-based case management
  - Please refer to the Program Staffing and Training section of this document for more details about staff training and safety planning

**STANDARD B.4:** If providing home-based case management services, HP projects ensure safety of program staff

**REQUIREMENTS:**

- HP projects adhere to all of the following practices to help ensure safety of staff:

# HP Core Component: Case Management and Services

## Overview

Providing individualized case management to HP clients to help them stabilize in housing. Effective case management involves a blend of assessment and coordination services provided throughout the client's time in the project, and tailored to client needs as they pertain to retaining permanent housing.

# HP Core Component: Financial Assistance

## Overview

Activities associated with determining the amount and duration of rental assistance and other financial assistance that is provided, and the activities associated with making payments for rent, utilities, and move-in assistance.

# HP Core Component: Financial Assistance

## Two key principles of Financial Assistance

- To the extent feasible, financial assistance needs to be flexible and matched to the needs of the client in order to help clients stabilize in permanent housing as quickly as possible.
- In order to serve the largest number of homeless clients possible, HP projects should provide the least amount of assistance possible to stabilize people in permanent housing quickly.



# Overview of HP Standards

## Key HP Standards

- Overarching Standards and Requirements:
  - *STANDARD A.1:* HP projects serve individuals and families who are at imminent risk of losing their housing and lack the income and/or supports to prevent their homelessness on their own, or who are at-risk of homelessness.

# Overview of HP Standards

## Key HP Standards

- Overarching Standards and Requirements:
  - *STANDARD A.3*: HP projects prioritize assistance for individuals and families with the greatest needs and who are closest to literal homelessness
  - *REQUIREMENTS*:
    - HP projects use the HP Targeting Tool (Households with Children, Households without Children, Youth) to determine which households should be prioritized for assistance. The HP Targeting Tool assigns higher scores to those with greater risk factors for literal homelessness

# Overview of HP Standards

## Key HP Standards

- Overarching Standards and Requirements:
  - *STANDARD A.7*: HP projects provide rental assistance only for units that meet safety and cost standards
  - *REQUIREMENTS*:
    - Unit Inspections (Habitability)
    - Rental Payment Amounts
      - Rent Reasonableness
      - Fair Market Rent
        - Temporary waiver
        - ESG-CV funded HP projects may exceed FMR
    - Lead-Based Paint

# Overview of HP Standards

## Key HP Standards

- Case Management and Services Standards and Requirements:
  - *STANDARD B.1*: HP projects provide comprehensive case management and services
  - *REQUIREMENTS*:
    - HP projects engage in the following case management and services activities:
      - Services to help stabilize in housing
      - Services to help obtain and move into housing, if needed
      - Close out the case

# Overview of HP Standards

## Key HP Standards

- Case Management and Services Standards and Requirements:
  - *STANDARD B.5:* HP clients are required to meet with case management staff at least monthly
  - *REQUIREMENTS:*
    - HP projects require clients to meet with program staff monthly for a Case Management meeting. In these meetings, program staff and clients address all of the following:
      - Determine if ongoing financial assistance is needed
      - Calculate the amount of financial assistance to be provided the next month, if needed
      - Ensure clients are still residing in assisted unit
      - ESG-CV funded HP projects are exempt from this requirement

# Overview of HP Standards

## Key HP Standards

- Case Management and Services Standards and Requirements:
  - *STANDARD B.12*: HP projects follow a formal written process when involuntarily terminating assistance for a client
  - *REQUIREMENTS*:
    - HP projects' termination policy/process must consist of the following, at minimum:
      - Provide clients with a written copy of the program rules and the termination process before providing assistance
      - When seeking to proceed with termination of assistance, provide written notice to the client containing a clear statement of reasons for termination
      - Provide clients the opportunity to present written or oral objections to the recommended termination before a person other than the staff person (or a subordinate of that person) who initially made or approved the termination decision

# Overview of HP Standards

## Key HP Standards

- Financial Assistance Standards and Requirements:
  - *STANDARD C.1*: HP projects offer comprehensive Financial Assistance services
  - *REQUIREMENTS*:
    - HP projects are able to offer the following Financial Assistance services, although not all of the following services will be offered to every client (services are based on need):
      - Rental Assistance
        - Amount and duration of assistance is individualized, to the extent practicable
        - Max duration of assistance is 24 months
        - For ESG-CV, max duration of assistance is 12 months
      - Financial Assistance
        - Amount and type of financial assistance is individualized, may include:
          - Security deposits (up to 2 months of security deposits)
          - Utility deposits and payments (up to 24 months, including up to 6 months for payments in arrears)
          - One-time rental arrears payments for no more than 6 months of rent in arrears
          - Rental application fees
          - Moving costs
          - Landlord incentives

# Overview of HP Standards

## Key HP Standards

- Financial Assistance Standards and Requirements:
  - *STANDARD C.3*: HP projects provide rental assistance for a duration of time that is tailored to individual need
  - *REQUIREMENTS*:
    - HP projects funded by ESG-CV may provide no more than 12 months of rental assistance to any one client
    - HP projects funded by ESG may provide no more than 24 months of rental assistance to any one client, over a 3-year period



# Overview of HP Standards

## Key HP Standards:

- Financial Assistance Standards and Requirements
  - *STANDARD C.4*: HP projects may provide landlord incentives as reasonable and necessary to obtain housing for clients
  - *REQUIREMENTS*:
    - Eligible landlord incentives include:
      - Signing bonuses equal to up to 2 months of rent
      - Security deposits equal to up to 3 months of rent
      - Paying the cost to repair damages incurred by the client not covered by the security deposit or that are incurred while the client is still residing in the unit. These costs may not exceed 3 times the rent charged
      - Paying the costs of extra cleaning or maintenance of a program participant's unit or appliances. These costs may not exceed 3 times the rent charged


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# HP Targeting Tool

## Targeting Tools

- Households with Children  
Households without Children  
Youth
- Assign scores based on risk factors for literal homelessness
- Grounded in concepts of racial equity
- Prospective clients must meet threshold score to be eligible for HP assistance
- Tool may be updated over time

 **Homeless Prevention Targeting Tool - Households with Children**

**Instructions**  
This tool should be used with households with dependent children, including parenting youth ages 18-24.

This tool should be completed by the HP program during the eligibility determination process. Households who meet income and homeless status eligibility, but do not meet the targeting criteria threshold score, should be offered brief problem-solving or case management assistance as needed. Financial assistance is only provided to eligible households who pass the targeting criteria threshold score.

**Screening Date**  /  /  **Phone Number**  (  )

**Head of Household First Name**  **Head of Household Last Name**

**Eligibility Conditions**

**Instructions**  
Household must meet requirements for Very Low-Income Status **AND** Imminently At-Risk of Literal Homelessness detailed in next two tables.

Very Low-Income Status	
Requirement Met	Requirement (Select one to meet requirement)
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> <b>HCRP-HP</b> Household's gross annual household income is less than <b>30%</b> Area Median Income for household size. Household size <input type="text"/> 30% of Area Median Income for Household size <input type="text"/> Household's Total Annual Gross Income (All Sources) <input type="text"/> <input type="checkbox"/> <b>ESG-CV</b> Household's gross annual household income is less than <b>50%</b> Area Median Income for household size. Household size <input type="text"/> 50% of Area Median Income for Household size <input type="text"/> Household's Total Annual Gross Income (All Sources) <input type="text"/> <small>*Area Median Income Limits are also referred to as Income Limits and can be found at this link: <a href="https://www.huduser.gov/portal/datasets/il.html">https://www.huduser.gov/portal/datasets/il.html</a> *Document income eligibility in compliance with Ohio BoSCoC HP Standards and retain in client file.</small>

Created by COHHIO for the Ohio BoSCoC 1 Created September 10, 2020

# HP Targeting Tool

## Eligibility Conditions

Very Low-Income Status	
Condition Met	Condition (One condition must be met)
<input type="checkbox"/> Yes <input type="checkbox"/> No	<div> <input type="checkbox"/> <b>HCRP-HP</b>            Household's gross annual household income is less than <b>30%</b> Area Median Income for household size.             Household size _____             30% of Area Median Income for Household size _____             Household's Total Annual Gross Income (All Sources) _____         </div> <div> <input type="checkbox"/> <b>ESG-CV</b>            Household's gross annual household income is less than <b>50%</b> Area Median Income for household size.             Household size _____             50% of Area Median Income for Household size _____             Household's Total Annual Gross Income (All Sources) _____         </div> <p><i>*Area Median Income Limits are also referred to as Income Limits and can be found at this link: <a href="https://www.huduser.gov/portal/datasets/il.html">https://www.huduser.gov/portal/datasets/il.html</a></i></p> <p><i>*Document income eligibility in compliance with Ohio BoSCoC HP Standards and retain in client file.</i></p>

# HP Targeting Tool

## Eligibility Conditions

At-Risk of Literal Homelessness	
Conditions Met	Conditions (must meet one of the conditions below)
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Imminently losing housing (all 3 of the following conditions must be met) <ul style="list-style-type: none"> <li>○ The primary nighttime residence will be lost within 14 days of the date of application for assistance; <b>AND</b></li> <li>○ No subsequent residence has been identified; <b>AND</b></li> <li>○ The individual/family lacks the resources or support networks needed to obtain other permanent housing</li> </ul> <input type="checkbox"/> At-risk of homelessness (both of the following conditions must be met) <ul style="list-style-type: none"> <li>○ Does not have sufficient resources or support networks immediately available to prevent them from moving into an emergency shelter or to become unsheltered; <b>AND</b></li> <li>○ Meets one of the following conditions:               <ul style="list-style-type: none"> <li>▪ Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance</li> <li>▪ Is living in the home of another because of economic hardship</li> <li>▪ Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days of the date of application for assistance</li> <li>▪ Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by federal, State, or local government programs for low-income individuals</li> <li>▪ Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons, or lives in a larger housing unit in which there reside more than 1.5 people per room, as defined by the U.S. Census Bureau</li> <li>▪ Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution)</li> </ul> </li> </ul> <i>*Document eligibility in compliance with Ohio BoSCoC HP Standards and retain in client file.</i>

# HP Targeting Tool

## Targeting Criteria

- Income and Housing Affordability
- Housing Instability
- Homelessness History
- Household Characteristics and Vulnerabilities
- Vulnerability to COVID-19 or Complications from COVID-19
- HP Geographic Tool Score (App)

Score (Circle all that apply)	Criteria
<b>Income and Housing Affordability</b>	
5	Household current income is \$0
4	Household current income is less than 30% AMI
3	Household has experienced sudden and significant loss of income, including loss of employment and/or cash benefits AND/OR experienced an uncontrollable and significant increase in non-discretionary expenses within the past 60 days
<b>Housing Instability</b>	
5	Household's actual housing loss expected within 7 days, via court-ordered eviction or other loss of housing
5	Household currently living with friends or family, on a temporary basis
5	Household has 3 or more prior evictions within past 10 years
4	Household has 1-2 prior evictions within past 10 years
3	Household currently living in a hotel or motel not paid for by charitable organizations or by Federal, State, or local government programs
<b>Homelessness History</b> (Literal homelessness includes living in an emergency shelter or place not meant for habitation, such as the street, car, park, abandoned building.)	
5	Household has 3 or more prior episodes of homelessness in past three years
4	Household has 2 prior episodes of literal homelessness in past three years
3	Household has 1 prior episode of literal homelessness in past three years
<b>Household Characteristics and Vulnerabilities</b>	
5	Household has criminal record or criminal legal proceedings in process (while adult was 18 years and older)
3	Any household member is a registered sex offender
3	Head of Household is 18-24 years of age and identifies as LGBTQ
2	Head of Household is 60 years or older
<b>Vulnerability to COVID-19 or Complications from COVID-19</b>	
5	Household member has need for isolation/quarantine or has identified health risks that could contribute to complications if coronavirus is contracted, such as chronic lung disease, moderate or severe asthma, serious heart condition, diabetes, liver disease, chronic kidney disease and currently undergoing dialysis, immunocompromised
<b>HP Geographic Tool Score</b>	
NA	(A score based on geographic targeting will soon be added to this tool.) <a href="http://cohhio.org/hpgeotool">http://cohhio.org/hpgeotool</a>
	<b>Total</b> 48 points possible 12 points = Minimum Eligibility Threshold





# Homelessness Prevention Geographic Tool

<http://cohhio.org/hpgeotool>


Homelessness Prevention Geographic Tool

Enter full address:  
461 W Main St, Plain City, OH 43064  
Submit


Made by  
  
COHHIO




TOTAL INDEX  
**72nd percentile**  
Within Ohio



HOUSING INDEX  
**93rd percentile**  
Within Ohio



COVID INDEX  
**17th percentile**  
Within Ohio



EQUITY INDEX  
**20th percentile**  
Within Ohio

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# Continuous Quality Improvement

- Workgroups
  - Volunteer providers
  - Monthly or bi-monthly meetings
- Ongoing Feedback
  - Anyone can provide feedback
- Revisions to Standards and Targeting Tool

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# HP and Coordinated Entry

*STANDARD A.2:* HP projects accept referrals only through their Homeless Planning Region's Coordinated Entry (CE) system, and following the region's CE Policies and Procedures

## *REQUIREMENTS:*

- HP projects only serve individuals/families that first contacted the local CE Access Point (AP), were screened for diversion, and ultimately referred to the HP project
- Unless otherwise agreed upon locally, HP Targeting Tools are completed by the HP project as part of the eligibility determination process, not by the CE AP.

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# Expectations and Timeline for Compliance

Compliance with Ohio BoSCoC HP Standards should begin as soon as realistically possible.

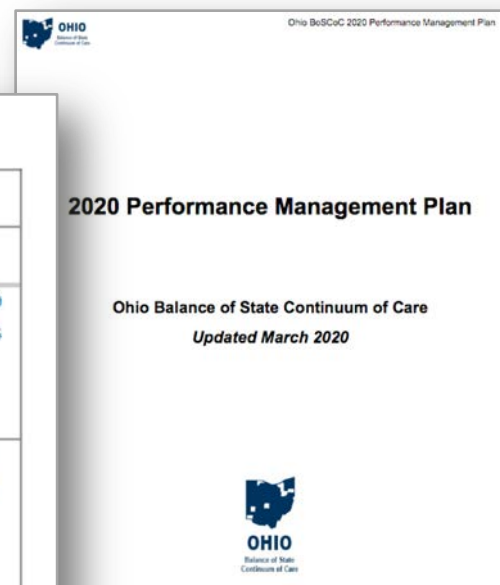
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# Connection to Other CoC Requirements and Efforts

## Performance Management Plan

- Project-level HP goals are included in the Ohio BoSCoC Performance Management Plan



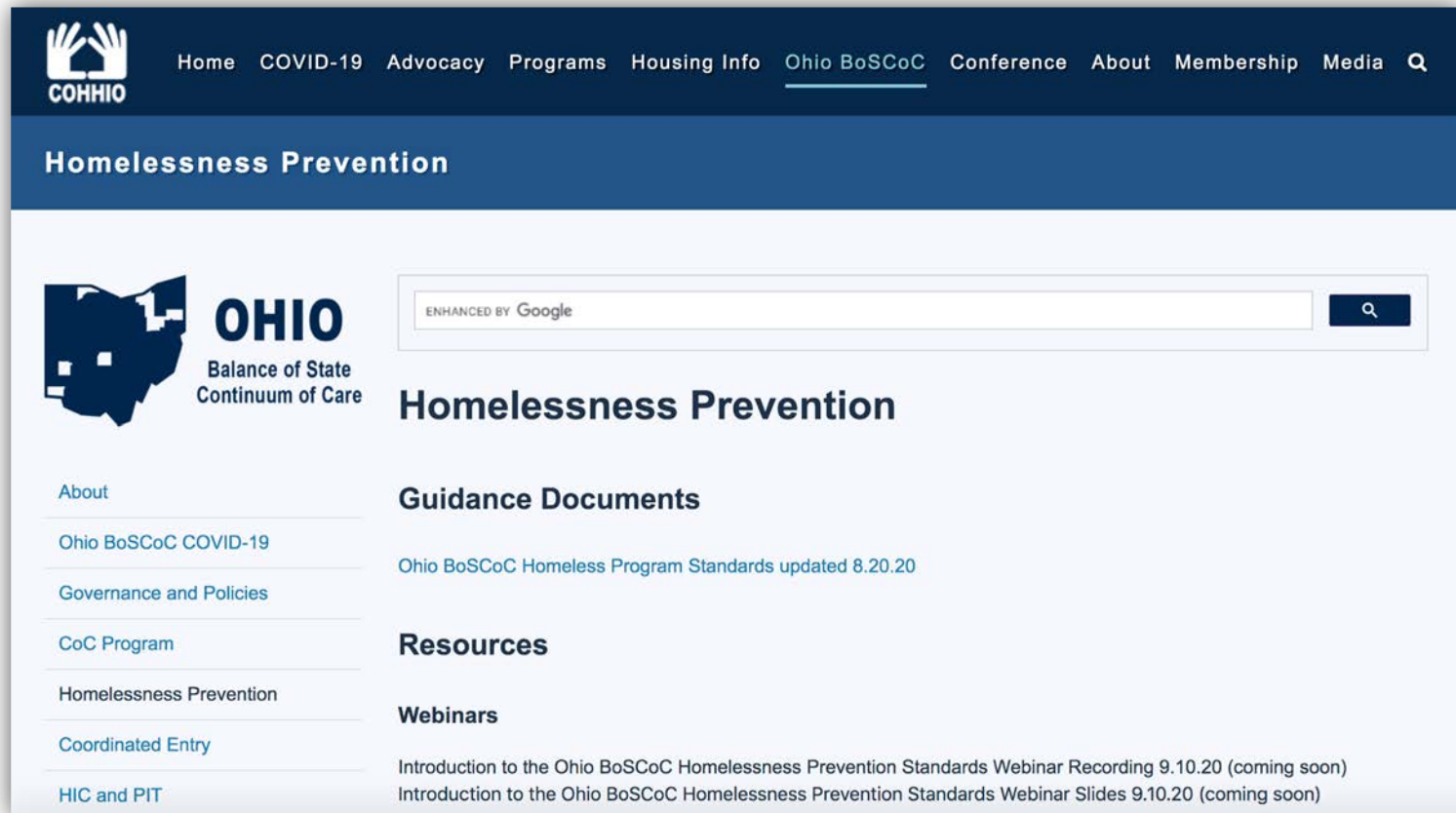
### All CoC Funded Homeless Projects and All HCRP & SHP Funded Projects

#### Homelessness Prevention Projects Performance Measures

Indicator	Goal	How Calculated
Exits to or Retention of Permanent Housing	1. At least 90% of households in Homelessness Prevention (HP) projects remain in permanent housing (PH) or exit to PH at program exit	(number of households who moved to PH upon exit + number of households who remained in PH) / number of households served by project
Entries into the Homeless System	2. HP projects will have no more than 25% of households who exited to PH enter into the Ohio BoSCoC homeless system within 12 months of HP assistance	number of households who returned to ES, SH, TH, or Outreach within 12 months of exit / number of adult leavers to permanent housing

# Standards and Resources

<https://cohhio.org/boscoc/hp/>



The screenshot shows the COHHIO website's "Homelessness Prevention" page. The top navigation bar includes links for Home, COVID-19, Advocacy, Programs, Housing Info, Ohio BoSCoC (which is underlined), Conference, About, Membership, and Media. The main header reads "Homelessness Prevention". On the left, there is a logo for "OHIO Balance of State Continuum of Care" and a vertical menu with links: About, Ohio BoSCoC COVID-19, Governance and Policies, CoC Program, Homelessness Prevention, Coordinated Entry, and HIC and PIT. The main content area features a search bar with the text "ENHANCED BY Google". Below the search bar, the heading "Homelessness Prevention" is followed by two sections: "Guidance Documents" and "Resources". Under "Guidance Documents", there is a link for "Ohio BoSCoC Homeless Program Standards updated 8.20.20". Under "Resources", there is a "Webinars" section with two links: "Introduction to the Ohio BoSCoC Homelessness Prevention Standards Webinar Recording 9.10.20 (coming soon)" and "Introduction to the Ohio BoSCoC Homelessness Prevention Standards Webinar Slides 9.10.20 (coming soon)".



# Questions?

# Contact Us



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