

Notice of Termination Back @ Home

You are being terminated from the Back @ Home program. This is your 30-day notice of termination. Effective on _____ you will no longer receive rental assistance or supportive services from the program.

Participant Name

Date of notification

You are being terminated for the following reasons:

Your termination will be effective on: _____

A copy of this notice was given to the client by:

Hand delivery

Via Mail

Program Director, Re-housing Agency

You Have the Right to Appeal the Termination Decision

If you disagree with this decision you may request an Administrative Review by calling 211. You have 10 days from the date you received this notice to file an appeal.

An Administrative Review committee will consider your appeal. The 211 operator can explain the Administrative review process to you. They will also help you schedule your administrative review. The 211 operator will ask you for contact information and a notice will be sent to you via your preferred type of communication (text, mail or email) that will give you the time and date when you may make your appeal to the Administrative Review committee.