

RAPID RE-HOUSING CHECKLIST

PROGRAM DESIGN AND PHILOSOPHY

- Are your policies and procedures rapid re-housing focused?
- Have they been revised to implement rapid re-housing?
- Do they reflect a Housing First philosophy?
- Are they clear and objective?
- Do they help ensure every household quickly returns to housing?
- What do you need to add, change, clarify or delete?

SYSTEMS COORDINATION

- Coordinate with the Continuum of Care
- Accept referrals from coordinated entry

HOUSING FIRST APPROACH

- No criteria designed to predict housing stability
- Disabilities are assessed only as related to housing stability or disability services
- Leases are the same as typical leases any community member may obtain

CORE COMPONENTS

HOUSING IDENTIFICATION

- Staff person with primary responsibility of recruiting landlords
- Screen out bad landlords
- Proactively assist clients in identifying potential units and making landlords connections
- Clients offered choice in units
- Help clients resolve tenancy screening barriers
- Initial Housing plan within 72 hours of enrollment

Policies and procedures describe:

- Role of program in identifying landlords
- Support offered to landlords
 - Respond within 1 day
 - Resolve conflicts
 - Negotiate move-out to avoid eviction
- Housing location support offered to clients
- Staff and Client training on landlord and tenant rights, responsibilities and lease requirements

FINANCIAL ASSISTANCE

- Provide financial assistance for housing costs
- Issue checks quickly and on time
- Pay housing or utility debts in limited cases
- Help clients obtain furnishings
- Financial assistance is not a standard package, but flexible
- End of financial assistance is coordinated with case management efforts
- Continued assistance is not a reward for compliance, but based objectively on need
- Policies and procedures for determining how much clients contribute to rent (which can state it is individualized)

RAPID RE-HOUSING CASE MANAGEMENT AND SERVICES

CLIENT DRIVEN

- Clients direct when, where, and how often meetings occur
- Voluntary, but active
- Strengths-based

HOME BASED

- Meetings occur in the home or a location of the client's choosing
- Case managers respect a program participant's space as their own
- Policies and procedures include clear safety procedures for home visits

HOUSING RETENTION FOCUSED

- Housing Plan goals focused on compliance with lease – and how client will pay rent to maintain housing
- Focus on short-term goals
- Plan updated regularly
- Intensity increases if needed
- Encourage client to test and learn problem solving skills with landlord
- Housing Plan goals are SMART: Specific, Measurable, Achievable, Relevant, and Time-limited

COLLABORATIVE

- Help client identify community and interpersonal connections that can provide support
- Maintain list of community resources
- Warm handoff to, and standards for follow-up on referrals
- Relationships with employment and income partners

DATA AND PERFORMANCE MEASUREMENT

LENGTH OF STAY

- Households exit to permanent housing in an average of 30 days from entry into rapid re-housing program

EXITS TO PERMANENT HOUSING

- 80% of households are in permanent housing when they are exit rapid re-housing

RETURNS TO HOMELESSNESS

- 85% of households who exit rapid re-housing to permanent housing do not become homeless again within a year