Optional Back@Home Financial Services Tracker

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| HMIS ID # | FEMA # | Client Last Name |
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This form is an **optional tool** to track financial services provided to households by the Back@Home Program. This form can be included in client files and utilized to support entering reimbursements in the NCHFA’s online portal (estimated to go live in November 2018). Keep data on Head of Household only. For detailed information on expenses, including payment caps and supporting documentation required, see the *Back@Home List of Reimbursable Expenses* document in the handbook.

Note: Services are not required to be entered HMIS, however a crosswalk has been provided below if your agency chooses to utilize HMIS to enter services into client records.

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| **Back@Home Reimbursable Expense** | **Optional HMIS Service Quicklist**  |
| Application Fee | Rental Application Fee Payment Assistance [BH-3800.7200] |
| Rental Assistance (Initial and Ongoing) | Rent Payment Assistance [BH-3800.7000] |
| Security Deposits | Rental Deposit Assistance [BH¬3800.7250] |
| Utility Payments | Utility Assistance [BV-8900] |
| Housing-related Move-In Expenses (Household Goods Only) | Household Goods [BM-3000] |

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| Service Start Date | Service End Date | Cost  | Expense Type  | Reconciled |
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