**NY-603 Coordinated Entry Referral Form**

Suffolk County and Nassau County Only

HUD Homeless Households Applying for Access to HUD Emergency Housing Vouchers (EHV) through NYS

THIS IS ONLY FOR HOUSEHOLDS THAT MEET THE HUD CATEGORY 1 DEFINITION OF HOMELESS (LIVING ON THE STREET, IN EMERGENCY SHELTER, OR TRANSITIONAL HOUSING).

APPROVAL OF APPLIACTIONS WILL BE HEAVILY WEIGHTED FOR HOUSEHOLDS THAT CAN DEMONSTRATE A PLAN TO LEASE UP VERY QUICKLY (30 to 60 days, 90 days max)

HUD Homeless = Living unsheltered\* or in shelter (homeless status to be verified)

\*Any unsheltered households should also call 631-464-4314 x 118 for outreach and support

All EHV resources must go through Coordinated Entry and Continuum of Care can locally determine needs and prioritization for EHV. Only applications that are submitted to completion by the due date of July 30, 2021 will be reviewed.

**Housing Choice Voucher Fact Sheet:**

<https://www.hud.gov/sites/dfiles/PIH/documents/PIH2021-15.pdf>

**Emergency Housing Voucher FAQ:** <https://www.hud.gov/sites/dfiles/PIH/documents/EHV_FAQs_6-2-2021.pdf>

**NYS EHV Eligibility:**

The Emergency Housing Voucher (EHV) program is available through the American Rescue Plan Act (ARPA). Through EHV, HUD is providing 70,000 housing choice vouchers to local Public Housing Authorities (PHAs) in order to assist individuals and families who are:

1. Chronically Homeless/Literally Homeless
2. Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking
3. Formerly homeless and having high risk of housing instability in rapid rehousing

**EHVs will be available through Coordinated Entry for:**

New York State/OTDA (shared voucher allocation- number of vouchers for Long Island TBD dependent on efficacy of application submissions and quick lease ups between Suffolk County, Nassau County, Westchester, and Rockland County)

*Town of Brookhaven (24 vouchers); and*

*Village of Hempstead (17 vouchers);*

**Locally, NY-603 will target and prioritize all EHV resources for:**

HUD homeless households (homeless);

Households Actively Fleeing DV (DV);

RRH households that would be at risk of sustaining housing after program end (at-risk of homelessness, clients in RRH); and

The NYS Portal to Refer Applicants for vouchers will open August 16.

Priority 1 (August 16 – September 24) For the first 21 days only chronically homeless households, homeless families, households actively fleeing DV, and households in rapid rehousing will be referred.

Priority 2 (September 6 – September 24) The next 21 days, Priority 1 households and other HUD homeless households will be referred.

\*Any eligible and approved homeless families not referred within the first 21 days will have their applications kept on file, for if more referrals can be made at a later date, dependent on the number of vouchers issued by NYS. Homeless families that submitted applications in the first open application round (by 7/16) will be considered first.

**Threshold Criteria for PHA Applicants:**

* Methamphetamine manufacturers on premises of federally assisted housing.
* Sex offenders subject to a lifetime registration under a state sex offender registration program. The nationwide sex offender registration check will be conducted online using a database available at www.nsopw.gov (PIH Notice 2012-28).
* Violent-related, including but not limited to murder, arson, aggravated battery and sex-related crimes not subject to lifetime registration under a state sex offender registration program.
* Requires US Citizenship

**Priority Groups for EHV on Long Island:**

**HUD Homeless Households\* (HUD Cat 1), Chronically Homeless Households, Households in RRH and Households Actively Fleeing DV\* (HUD Cat 4)**

*\*HUD homelessness and LOT will be verified by HMIS, Coordinated Entry, and/or DV Coordinated Entry.*

**Prioritization Within Target Groups:**

* **Long-term shelter stayers**
* **People who have already been assessed by CE as needing permanent supportive housing**
* **Currently homeless families with children under age 6, and women who are pregnant**
* **People who are disabled**
* **People over the age of 55**
* **Unsheltered individuals and families with children, including people staying in encampments**

**APPLICATION:**

**HUD Homeless Households\***

**and Households Actively Fleeing Domestic Violence**

**to Emergency Housing Voucher Program (NYS)**

\**This includes all households that are currently living in a homeless shelter or on the street and can include households that have been referred to RRH (CoC/CoC DV/ESG/ESG-CV) but still currently reside in shelter or on the street.*

***Head of Household Name as it appears in HMIS (non-DV):***

***Number of Adults***

***Number of Children (if applicable)***

***Length of Time Homeless (please note that local data suggest that the majority of households exit homeless within 120 days. Length of time homeless will be considered as a local factor when assessing housing needs and how thoroughly efforts to divert the household out of homelessness have been carried out)***

***Referral Source- Staff Name, Agency/Affiliation, Phone Number, Email***

***If DV, please note whether the household has already been assessed by DV CE and is on the DV RRH waiting list.***

Households will be prioritized based on their level of need of a housing choice voucher to exit homelessness where there are no other viable housing vouchers, and the demonstrated plan for how the household can lease up quickly to a unit (30-60 days).

**Applications must be submitted to completion by close of business Friday, July 30 to be considered for this opportunity. Applications that are submitted after that date will not be considered. All questions 1-13 must be answered, and all required documents must be completed and/or attached. Individual applications must be submitted for each individual household.**

***HUD Category 1- HUD Homeless Households (living on the street or in shelter)- SUBMIT APPLICATION TO:***

***Coordinated Entry at*** [***EHV@addressthehomeless.org***](mailto:EHV@addressthehomeless.org)

***HUD Category 4- Actively Fleeing Domestic Violence- SUBMIT APPLICATION TO:***

***DV Coordinated Entry at*** [***dvces@tscli.org***](mailto:dvces@tscli.org)***.***

**Application Questions and Supporting Documentation**

1. ***Defining Household Category (indicate whether a homeless household or a household actively fleeing DV)***

***(HUD Category 1) HUD Homeless Household (living on the street or in shelter)- SUBMIT APPLICATION TO CE at*** [***EHV@addressthehomeless.org***](mailto:EHV@addressthehomeless.org)

***(HUD Category 4) Actively Fleeing Domestic Violence- SUBMIT APPLICATION TO DV CE at*** [***dvces@tscli.org***](mailto:dvces@tscli.org)***.***

1. ***Current Jurisdiction- Town of Brookhaven, other- Suffolk, Village of Hempstead, other- Nassau***
2. ***Clearly defined client housing preferences in terms of location (households with highly restrictive housing location/school district preferences are significantly less likely to be able to lease up quickly and as a result, it can be determined that the applicant cannot be streamlined for lease up and therefore not a viable referral for EHV. Households actively fleeing DV and within the Town of Brookhaven can receive additional support from LICH or TSCLI.***
3. ***Signed Supplement to Application for Federally Assisted Housing (HUD Form 92006);***
4. ***Completed CE Assessment Form (to determine level of risk from COVID-19 and housing barriers)***
5. ***Written explanation of all attempts made to resolve the households homelessness;***
6. ***Describe why this household could not sustain housing with a rapid rehousing program or other time-limited program and would need a permanent subsidy?***
7. ***Has this household been referred to or been in a RRH or PSH program in the past?***
8. ***Describe why you feel confident that this household, if connected to a voucher, can have a streamlined transition (lease up in 30 to 60 days, 60- 90 days max);***
9. ***Designate a specific person (name, affiliation/agency, and contact info) that will directly assist with a housing search;***
10. ***Description of plan to connect provide transition case management and/or link to community-based case management;***
11. ***Is anyone in the household disabled or over age 55?***
12. ***Is anyone in the household pregnant or are there children in the household under 6?***
13. ***[For DV CE written explanation of any immediate safety risks the household is facing while experiencing homelessness];***
14. ***Referral source must obtain and include updated copies of documents including:***

* ***birth certificates for all household members,***
* ***social security cards for all household members,***
* ***recent proof of income and asset,***
* ***and school district verification,***

***US Citizenship is required***

***Re: Income, total household income should be at or below 30% AMI (AMI chart below). Households with higher income may be reviewed for rapid or other housing opportunities.***

***This information should be completed and sent via email to CE at*** [***EHV@adderssthehomeless.org***](mailto:EHV@adderssthehomeless.org) ***or to DV CE at*** [***dvces@tscli.org***](mailto:dvces@tscli.org)***.*** Additional information and documentation may be requested as needed. However, applications must be submitted to completion to be reviewed.

**Area Median Income and Fair Market Rent**

AMI: <https://www.huduser.gov/portal/datasets/il/il2021/2021summary.odn>

FMR: <https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2021_code/2021summary.odn>

**FY 2021 Income Limit Area Median Family Income**

**FY 2021 Income Limit Category Persons in Family**

1 2 3 4 5 6 7 8

Nassau-Suffolk, NY HUD Metro FMR Area $129,900 Very Low (50%) Income Limits ($)

45,500 52,000 58,500 64,950 70,150 75,350 80,550 85,750

Extremely Low Income Limits ($)\*

27,300 31,200 35,100 38,950 42,100 45,200 48,300 51,450

Low (80%) Income Limits ($)

66,450 75,950 85,450 94,900 102,500 110,100 117,700 125,300

**Final FY 2021 & Final FY 2020 FMRs By Unit Bedrooms**

**Year Efficiency One-Bedroom Two-Bedroom Three-Bedroom Four-Bedroom**

FY 2021 FMR $1,343 $1,659 $2,035 $2,606 $2,896

**120% FMR $1,612 $1991 $2,442 $3,127 $3,475**

FY 2020 FMR $1,298 $1,624 $1,992 $2,563 $2,858