Background:
Per the All County Welfare Directors Letter dated July 18, 2014 the CalWORKs Housing Support Program (HSP) provides assistance to CalWORKs families experiencing barriers to self-sufficiency due to homelessness or housing instability. HSP is a not an entitlement program and will remain as funding and slots are available.

Purpose:
The purpose of this material revision is to update the definition of homelessness, for the purpose of HSP eligibility, to align with the United States (U.S.) Department of Housing and Urban Development (HUD) definition of homelessness and to add HSP services prioritization for families.

Policy:
Eligibility Criteria
Eligible CalWORKs families must meet the following HSP requirements:
- Have an active CalWORKs case
- Be considered homeless, as defined in 24 CFR Section 91.5 under Homeless:
  (1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:
    i. An individual or family with a primary nighttime residence that is a public or private place not
designed for or ordinarily used as a regular sleeping accommodation for human beings,
including a car, park, abandoned building, bus or train station, airport, or camping ground
    ii. An individual or family living in a supervised publicly or privately-operated shelter designated
to provide temporary living arrangements (including congregate shelters, transitional
housing, and hotels and motels paid for by charitable organizations or by federal, state, or
local government programs for low-income individuals)
    iii. An individual who is exiting an institution where they resided for 90 days or less and who
resided in an emergency shelter or place not meant for human habitation immediately before
entering that institution
(2) An individual or family who will imminently lose their primary nighttime residence, provided that:
    i. The primary nighttime residence will be lost within 14 days of the date of application for
homeless assistance
    ii. No subsequent residence has been identified and
    iii. The individual or family lacks the resources or support networks, e.g., family, friends, faith-
based or other social networks needed to obtain other permanent housing
(3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not
otherwise qualify as homeless under this definition, but who:
    i. Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42
U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the
Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public
Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7
U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section
725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a)
ii. Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance.

iii. Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance and

iv. Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment or

(4) Any individual or family who:

i. Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence.

ii. Has no other residence and

iii. Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing.

Prioritization

HSP services will be prioritized for families who lack a fixed, regular, and adequate nighttime residence followed by those who will imminently lose their primary nighttime residence.

HSP Service Examples

The following services will be provided under HSP:

- Intensive Case Management:
  - Assessment of housing barriers
  - Development of Housing Plan
  - Financial literacy/coaching
  - Help resolving legal issues
  - Referrals to resources as needed

- Housing Navigation:
  - Landlord recruitment and retention
  - Help finding and securing permanent housing for clients

- Financial Assistance:
  - Bridge housing
  - Move-in costs (such as deposits, moving expenses, utilities)
  - Rental subsidy
HSP is offered in addition to the following programs or services available to CalWORKs customers, if they are otherwise eligible:

- Temporary Homeless Assistance (THA)/Permanent Homeless Assistance (PHA)
  - When a housing need is identified, in addition to THA/PHA, customers must also be automatically referred to Employment Services (ES) contractors for evaluation for HSP
  - When appropriate, HSP staff will also refer the customer to apply for THA/PHA
- Family Stabilization, Homelessness Prevention Services if participating in ES

**Housing First Concept**

Contractors will establish a Housing First concept for HSP. Housing First-oriented programs are low or no barrier and client-centered, emphasizing client-choice. Housing is viewed as necessary to help a family or individual stabilize and meaningfully access services, which are offered as needed on a voluntary basis.

In practice, this means that programs connect participants to permanent housing as quickly as possible with few to no preconditions, behavioral contingencies, or other barriers at enrollment or throughout the program. Instead of requiring people to stabilize before receiving housing, programs using a Housing First approach focus on helping people achieve housing stability before addressing other barriers that may exist.

**Procedure:**

- CalWORKs Processing Guide 10-008.A.1 – Housing Support Program Referral Process
  - Family Resource Center staff will refer CalWORKs families meeting all eligibility requirements described above to the County’s HSP providers
  - This processing guide has been created to incorporate referral process to the HSP providers
- Attachment A - CalWORKs Desk Aid - Homeless Programs Payment Grid

**References:**

Senate Bill (SB) 855, SB 1380
24 CFRC Section 91.5, Homeless Sections (1)-(4)
All County Welfare Directors Letters (ACWDL) July 18, 2014, May 13, 2021
All County Letter (ACL) No. 19-114

**Sunset Date:**

This policy will be reviewed for continuance by August 31, 2024.

**Approval for Release:**

Rick Wanne, Director
Eligibility Operations
Attachment A

<table>
<thead>
<tr>
<th></th>
<th>Financial Payment Type</th>
<th>Limitations</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bridge Housing</strong></td>
<td>Hotel/Motel Voucher</td>
<td>Up to 60 days</td>
</tr>
<tr>
<td><strong>Moving Expenses</strong></td>
<td>Rental Deposits, First/last month rent, Utility deposits, Moving costs</td>
<td>As needed</td>
</tr>
<tr>
<td><strong>Rental Assistance</strong></td>
<td>Monthly rental subsidy, based on 30% of family's current income:</td>
<td>6 to 12 months, based on need</td>
</tr>
<tr>
<td></td>
<td>1. If the family has no income, the rent is paid 100% with HSP funds</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2. If the family has stable income, the family's rent share is 30% of their current income, remainder is paid with HSP funds</td>
<td></td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td>Housing application fees, Credit check fees, Legal fees and fines, Utility payments &amp; shut down notices (electric, gas, water, cable), Making home habitable costs (appliances, furniture, houseware items, repairs, etc.), Required parking fees during rental subsidy, Landlord incentives (up to $2,500 per family)</td>
<td>As needed</td>
</tr>
</tbody>
</table>

HSP program follows Rapid Rehousing/Housing First model in this priority: permanent housing, rental subsidy, temporary housing. Contact County for waiver limits of any of the above.