

County of San Diego, Health and Human Services Agency (HHS)
CalWORKs Program Guide

CalWORKs Housing Support Program (HSP)

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10-008.A

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Revision Date:

December 1, 2020

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 not an entitlement program and will remain as funding and slots are available.

Purpose:

The purpose of this material revision is to modify services and payment guidelines for HSP, which are identified in Attachment A - Homeless Programs Payments Grid. In addition, when a customer applies for Homeless Assistance, Human Services Specialists must refer the customer to HSP automatically, as previously addressed in CalWORKs Program Memo No. 18-09. The memo becomes obsolete with the issuance of this revision.

Policy:

Eligibility Criteria

Eligible CalWORKs families must meet the following HSP requirements:

- Have an active CalWORKs case
- Be considered homeless based on one of the following criteria:
 - Lacking a fixed and regular nighttime residence
 - Having a primary nighttime residence that is a supervised publicly or privately operated shelter designed to provide temporary living accommodations
 - Residing in a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation
 - In receipt of a judgment for eviction, as ordered by a court

HSP Service Examples:

- 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

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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 to THA/PHA
- Family Stabilization, Homelessness Prevention Services

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
All County Welfare Directors Letter (ACWDL) (July 18, 2014)
All County Letter (ACL) No. 19-114

Sunset Date:

This policy will be reviewed for continuance by December 31, 2023.

Approval for Release:



Rick Wanne, Director
Eligibility Operations

CalWORKs and Employment Services (ES) Homeless Assistance Programs Summary

Attachment A

Housing Support Program (HSP) Financial Assistance Guidelines (Enrolled in CalWORKs. Managed by ES Contractors)		
Total financial assistance average target \$10,000 per family, per fiscal year.		
Financial Payment Type		Limitations
Bridge Housing	<ul style="list-style-type: none"> • Hotel/Motel Voucher 	Up to 60 days
Moving Expenses	<ul style="list-style-type: none"> • Rental Deposits • First/last month rent • Utility deposits • Moving costs 	As needed
Rental Assistance	<p>Monthly rental subsidy, based upon 30% of family's current income:</p> <ul style="list-style-type: none"> • If the family has no income, the rent is paid 100% with HSP funds • If the family has stable income, the family's rent share is 30% of their current income, remainder is paid with HSP funds 	6 to 12 months, based on need
Other	<ul style="list-style-type: none"> • Housing application fees • Credit check fees • Legal fees and fines • Utility payments & 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) 	As needed
<p>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.</p>		