## ESG Verification of Eligibility – RRH

**RAPID RE-HOUSING – for Households who are Literally Homeless:**

**This form is required when providing financial assistance or services**

|  |  |
| --- | --- |
| Client Name |  |
| HMIS Client Identifier |  |
| Date |  |

*Literally homeless households do not need to meet income thresholds or demonstrate that they lack adequate resources or support networks. (Note: In order to assist a household for more than one year with rapid re-housing funds, agencies must document these requirements during an annual eligibility review. Please see Section 2 for more information.)*

### Section 1 – Housing Status Verification

|  |  |  |
| --- | --- | --- |
| **Situation** | | **Required Documentation** |
| ***Literally Homeless*** | Living in a public or private place not designed for regular sleeping accommodation | Written observation of living conditions by outreach worker  **OR**  Written referral by another housing or service provider  **OR**  HMIS street outreach service record  **OR**  Self-Declaration of Eligibility form *(only as a last option)* |
| Living in a supervised publicly or privately operated shelter | Written referral from shelter provider  **OR**  HMIS shelter stay record |
| Exiting an institution where the individual resided for 90 days or less and was homeless immediately before entering the institution | Homelessness documentation as listed above  **AND**  Discharge paperwork; OR  Written referral  Documentation must include institution entry/exit dates |

### Section 2 – Annual Eligibility Re-Evaluation

*For rapid re-housing assistance, agencies must re-evaluate household eligibility every 12 months. In order to continue receiving assistance, households must meet both of the following conditions:*

1. Household income must be below 30% AMI

**AND**

1. The household must lack sufficient resources and support networks necessary to retain housing without ESG assistance

Please use form *ESG Household Eligibility – Re-Evaluation* to document that the household meets these requirements.