

ESG Rapid Re Housing

- Client must be literally homeless (living in a place not meant for human habitation or in an emergency shelter)
- Client must have a source of income to maintain housing.
- Client must meet with intake specialist for an intake/assessment and to be placed on a waiting list.

The following required documents **must** be provided at time of assessment and intake:

- Valid Id (all adults in household)
- Social Security Card (everyone over the age of 6 months)
- Verification of income (employment, social security, disability, child support, TANF, veterans benefits, and/or any other form of verifiable income)
- Verification of SNAP, Medicaid and/or any other verifiable benefits.
- Referral (client must provide a referral from agency/shelter providing shelter to client in order to verify client is homeless)

After an intake and assessment is performed clients will be placed on a waiting list. Once the client has been placed on the waiting list the client will be notified when they have been accepted and may begin searching for housing.

From the date the client has been accepted, there will be a **limit of 30 days to find housing**. Failure to find housing **will result** in another intake/assessment and being placed back on the waiting list.

If client holds a sanction with Pine Haven Homeless shelter, client is not eligible for services.

Once client receives Esg Re Housing services client is no longer eligible to receive further assistance with RCCAA and will hold a one year sanction with Pine Haven Homeless shelter beginning the day the client vacates or is evicted from the dwelling.

Client **must remain** homeless until housing is complete.

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ESG Re Housing Required Documents

*Once you have been notified of acceptance into the ESG Re Housing program the following documents **WILL** be obtained upon housing:*

- Valid Id (all adults in the household)
- Social Security Card (everyone in the household)
- Verification of income (employment, social security, disability, child support, TANF, veterans benefits, and/or any other form of verifiable income)
- Verification of SNAP, Medicaid and/or any other verifiable benefits.
- Lease (Copy of Hud lease)
- Inspection (Copy of Hud inspection if applicable and/or inspection is to be performed by RCCAA employee)
- Landlord-Tenant Agreement
- Bill from the landlord stating the amount of Security deposit due
- W-9 From Landlord (unless RCCAA has on file)
- Referral (client must provide a referral from agency/shelter providing shelter to client in order to verify client is homeless)
- Client must apply for services with required utility companies and provide verification so that pledge can be made for deposits

Once required documentation is obtained a meeting will be scheduled to meet with case manager to complete the housing process.

ESG Rapid Re Housing will assist as follows:

- Security Deposits
- Utility Deposits
- Payment of old utility bills (Old bills that exceed 6 months of billing must be paid by client prior to assistance)
- **Temporary rental assistance is as follows:**
 - 1st Month RCCAA pays 100% of rent (additional payments not for section 8 or HUD.)
 - 2nd Month RCCAA pays 70% of rent client pays 30% of rent and all utility payments
 - 3rd Month RCCAA pays 50% of rent client pays 50% of rent and all utility payments
 - 4th Month RCCAA pay 25% of rent client pays 75% of rent and all utility payments
 - 5th Month client pays 100% of rent and all utility payments

Temporary rental assistance is not guaranteed and may cease if client fails to follow case management plan.