



**From:** Homeless Services Section Staff

**Date:** 6/22/2023

**Please distribute to:**  Homeless Services Program Staff  Rental Assistance Program Staff

**Category:** Program Informational

**Update For: Reminders and clarity on category shifts in 23-25**

**Message:** This communication is meant to provide a reminder on shifts made in the 23-25 biennium to ensure clarity regarding Elderly Rental Subsidy and Supportive In-Home Services. We have had some questions in these areas and changes did occur, so it is important that you follow the guidance in your manual to ensure that costs are not disallowed in monitoring and that you are appropriately categorizing your budgets.

**ERA Rental Subsidy:**

A new category was implemented in ERA for 23-25, which is identified as Rental Subsidy. This is **not** rental assistance, but an ongoing, regular monthly subsidy in which clients must pay 30% of their gross income in rent and the remaining portion is paid by the ERA subsidy. Please note the following requirements that must be met in order to provide subsidy payments:

- 1) CAA has an OHCS-Subsidy policy approved in their IR.
- 2) CAA must perform routine welfare checks or case management checks with clients.
- 3) CAA must develop a client service/housing plan for specified goals to assist clients in achieving long-term stabilization and such plan must be continually monitored for compliance and milestones.
- 4) Units must receive and pass a Habitability Standards inspection.
- 5) Landlord/tenant must have an executed lease/rental agreement and such agreement must be kept in the client file.
- 6) CAA must execute a Subsidy Agreement with the landlord and tenant.
- 7) ERA subsidy cannot replace other subsidies, such as Housing Choice (Section 8).

Due to ERA being a small grant, many agencies would not be able to commit to an ongoing subsidy with the funds received. ERA may still be used for rental assistance within Prevention or Rapid ReHousing. If you allocate funds to ERA Rental Subsidy and do not meet the requirements of a subsidy payment, please be aware that the costs will be disallowed during monitoring. Please review more information in the State Homeless Assistance Funds Operations Manual.

**Supportive In-Home Services:**

This category, allowable under Emergency Housing Assistance (EHA GF, EHA DRF, EHA DRF VET) and ERA was updated in the 23-25 biennium. Assistance is designed to provide supportive in-home service for clients who experience a short-term medical or disability need. Funds can be used to meet such medical or disability need to support the client's recovery and facilitate their immediate needs to ensure their

health and physical safety in situations when such services are not available or accessible in their community.

Requirements:

- 1) Client must meet housing status category 2 or category 5.
- 2) CAA must deliver case management services to SIHS clients.
- 3) CAA must minimally at time of application, perform a welfare/safety check to provide a needs assessment and identify needs in health care management and safety services.
- 4) SIHS provided must meet the needs of an emergency situation.
- 5) CAA must document efforts to determine that other in-home service options are not available or accessible in the service area.
- 6) CAA must include justification of expenses related to emergency situation in the client file.

Case management is a part of SIHS, but SIHS must be providing specific services such as:

- 1) Housing maintenance to address mobility or safety barriers.
- 2) Short-term (less than six months) licensed personal care assistance for a medical condition or to recover from surgery when other such care is not available.
- 3) Connection to appropriate health care management and safety services
- 4) Linkages to family support and/or community social support networks.
- 5) Costs to cover emergency situations that threaten the health and safety of the household, such as an emergency payment for a life-saving prescription medication, rental of a hospital bed or other temporary durable medical equipment, dietary management by a registered nurse, temporary transportation to and from medical appointments, chore-service for household cleaning during period of short-term disability or injury recovery.

Again, please be aware that the costs will be disallowed during monitoring if all the requirements are not met in providing these specialized services and assistance. Please review more information in the State Homeless Assistance Funds Operations Manual and you can also replay the Zoom training for the EHA/ERA/SHAP which is available on the MGA IR Dashboard at:

<https://app.smartsheet.com/b/publish?EQBCT=cb0bae2a80554872ad5c04e56a35b92d>.

If you have any questions, or for more information, please reach out to [hsd.homelessservices@hcs.oregon.gov](mailto:hsd.homelessservices@hcs.oregon.gov).