

ATTACHMENT B: WRITTEN STANDARDS CERTIFICATION

2019 Emergency Solutions Grants (ESG) Program Application

Volume 1, Tab 7a: Written Standards Certification

Name of ESG Applicant:

CoC region #: TX-607

CoC region name: Texas Balance of State Continuum of Care (TX BoS CoC)

I, name, title, am authorized to act on behalf of the ESG Applicant and certify that the ESG Applicant has written standards that comply with the requirements of 24 CFR §576.400 and the TDHCA One-Year Action Plan, including, but not limited to the following as applicable for the services provided:

1. Evaluation (24 CFR §576.400(e)(3)(i))

- a. Definitions of homeless or at-risk of homelessness are included in the evaluation.
- b. Standard policies and procedures for evaluating individual and household eligibility for ESG are present.
- c. Priority populations are listed, and priority populations listed are the same as the Continuum of Care priority populations.

2. Targeting - 24 CFR §576.400(e)(3)(ii),(iv)

- a. Standards for targeting and providing essential services related to street outreach are present.
- b. Standards determining how providers will assess, prioritize, and reassess participant's needs for essential services related to emergency shelter are present.

3. Evaluation for Emergency Shelter - 24 CFR §576.400(e)(3)(iii)

- a. There a description of:
 - Clients that will be admitted?
 - Clients that will be diverted?
 - Clients that will be referred?
 - Clients will be discharged.
- b. There are safeguards to secure safety (if applicable).
- c. There are reasonable accommodations for persons with disabilities included.

4. Coordination - 24 CFR §576.400(e)(3)(v)

- a. There are policies and procedures for coordination among:
 - Emergency shelter providers;
 - Essential service providers;
 - Homelessness prevention providers;
 - Rapid re-housing assistance providers;
 - Other homeless assistance providers; and
 - Mainstream services and housing providers.

5. Assistance Levels - 24 CFR §576.400(e)(3)(vi)

- a. The following descriptions are included:
 - Clients will receive rapid re-housing or homelessness prevention;
 - Whether a percentage or amount of rent will be paid by client;
 - Whether a percentage or amount of utilities will be paid by client;
 - Term of rental assistance;
 - How or if rental assistance be adjusted over time;
 - Amount of assistance will be provided;
 - How the duration of assistance be determined;
 - What happens after a break in service (i.e., Program participant stops receiving assistance one month);
 - What unit sizes are appropriate for rapid re-housing? (Any occupancy standard set by the ESG Applicant in its written standards does not conflict with local regulations or Texas Property Code §92.010. Texas Property Code §92.010 states that, with certain exceptions as outlined in the Texas Property Code, the maximum number of adults that a landlord may allow to occupy a dwelling is three times the number of bedrooms in the dwelling.); and
 - What data sources/formats are used for rent reasonableness.

6. Housing Stability Case Management/Relocation Services – 24 CFR §576.400(e)(3)(ix)

- a. The following descriptions are included:
 - Types of services offered and not offered;
 - Amounts offered for the services;
 - Term of provision of case management/relocation services;
 - Inclusion of monthly meetings to assist with housing stability? (n/a for Domestic Violence providers);
 - Inclusion of planning for the client to retain permanent housing once ESG assistance ends? (n/a for Domestic Violence providers); and
 - Inclusion of assistance for program participants' access supportive services for which they may be eligible? (n/a for Domestic Violence providers).

7. Relocation Services: Financial – 24 CFR §576.105(a)

- a. Written standards specify when the following financial assistance is offered or not offered:
 - Rental application fees;
 - Security deposits/Last month's rent;
 - Utility deposits/payments;
 - Moving costs; and
 - Storage fees (3 months maximum).

8. Service Costs (Include if services are offered and which community organizations can act as a referral source, if applicable) – 24 CFR §576.105(b)(3)-(5)

- a. Written standards specify when the following services are offered or not offered, and which community resources can be used:
 - Mediation;
 - Legal Services; and
 - Credit Repair.

9. Denials 24 CFR §576.402

- a. There are policies and procedures for terminating assistance.
- b. The appeal process includes notification of denial, the household's process to appeal the decision, and the appeal process includes the record keeping process for denial requests.

Name of Authorized Person

Authorized Signature

Date

Title