

PSAP Eligibility Requirements and Guidelines

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Clients are eligible for non-financial PSAP services if they are:

1. At least 18 years old and
2. One of the following:
 - Experiencing homelessness (defined below),
 - At-risk of homelessness and (defined below), or
 - Fleeing or attempting to flee from domestic violence, sexual assault, or human trafficking.

Clients are eligible for PSAP financial assistance if:

1. They meet the PSAP eligibility requirements defined above.
2. They have never received PSAP financial assistance before.
3. PSAP financial assistance will resolve the housing crisis in any of the following ways:
 - Permanent housing on their own or shared.
 - Viable and safe permanent housing with family or friends.
 - Viable and safe housing with family or friends with a plan for permanency.
 - Remaining stably housed after being at-risk of homelessness.

Important PSAP Guidelines

- **Housing problem-solving services** – include mediation; conflict resolution with family, friends, and landlords; connections to mainstream resources; housing location assistance; housing stabilization planning, family reunification; and financial assistance.
- Financial assistance is a once per lifetime benefit.
- **Who gets the check?** Financial assistance is only distributed to the verified third party.
- **Maximum funding amount** – The maximum amount of funding approved will be:
 - \$5,000 for singles and
 - \$10,000 for families.
- **Types of Funding Assistance Provided** (see additional details in checklist below)

<ul style="list-style-type: none"> ○ Security deposit, first month's rent, or renter's insurance. ○ Eviction avoidance & legal fees ○ Utility assistance ○ Furniture: mattress and bed frame ○ Employment assistance: clothes, transportation, automobile repairs. 	<ul style="list-style-type: none"> ○ Moving costs ○ Host household assistance ○ Application fees ○ Storage fees ○ Return to residency ○ Debt resolution ○ Small essential costs
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- **Funding documentation required** – SSF will not approve funding unless all supporting documentation relevant for the request type is provided and verified by SSF. Refer to the [PSAP Financial Assistance Documentation Checklist](#) for required documentation by funding type.
- **PSAP HMIS Guide** – refer to the [Problem-Solving Access Points HMIS Guide](#) for additional, more detailed information and guidance for navigating the HMIS.
- **PSAP Forms** – all forms required for the PSAP process may be found on [Google Drive](#).

Definitions

<p>Homelessness</p>	<ol style="list-style-type: none"> 1. Currently living in an emergency shelter, a place not meant for human habitation (e.g. cars, parks, abandoned buildings, streets), transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs or is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution. <p>OR</p> <ol style="list-style-type: none"> 2. Will imminently lose their primary nighttime residence, provided that: Residence will be lost within 14 days of the date of application for homeless assistance: <ul style="list-style-type: none"> • No subsequent residence has been identified and • The household lacks the resources or support networks needed to obtain other permanent housing <p>OR</p> <ol style="list-style-type: none"> 3. Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who: <ol style="list-style-type: none"> a. Are defined as homeless under the other listed federal statutes; b. Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application; c. Have experienced persistent instability as measured by two moves or more during in the preceding 60 days; and d. Can be expected to continue in such status for an extended period of time due to special needs or barriers. <p>OR</p> <ol style="list-style-type: none"> 4. Individuals or families who are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking, has no other residence; and lacks the resources or support networks to obtain other permanent housing.
<p>At-Risk of Homelessness</p>	<ol style="list-style-type: none"> 1. Has an annual income below 30% area median income. 2. Does not have sufficient resources or support networks immediately available to prevent them from moving to an emergency shelter or into homelessness; <p>AND</p> <ol style="list-style-type: none"> 3. Meets one of the following conditions: <ol style="list-style-type: none"> a. Has moved because of economic reasons two or more times during the 60 days immediately preceding applying for homelessness assistance. b. Is living in the home of another because of economic hardship. c. Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days of the date of application for assistance. d. Lives in a hotel or motel that is not paid for by charitable organizations or by federal, State, or local government programs for low-income individuals. e. Lives in a single-room occupancy or efficiency apartment unit with more than two people, or lives in a larger housing unit in which there reside more than 1.5 people per room. f. Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution).