

CHA Moving On Pilot – Application and Assessment

INSTRUCTIONS

The attached serves as the application and assessment for the CHA Moving On Pilot. The Moving On Pilot is designed for tenants who have demonstrated housing stability in their permanent supportive housing unit and are ready and able to move on into CHA affordable housing, with limited follow-up supportive services.

The form should be completed by both the tenant and their housing property manager and/or service provider and should include a discussion of the tenants' ability and interest in moving to a different type of unit, building, or neighborhood if applicable. In addition, conversations should include the strength of the tenants' community connections for ongoing supportive services as needed, and ability to meet the occupancy requirements of the CHA.

SUBMISSION

Forms should be submitted by email to Christine.Haley@csh.org or fax to 312.332.7040. In addition, the tenant will complete all CHA paperwork and understands that submitting this application does not guarantee acceptance into the pilot project.

CHECKLIST OF DOCUMENTS

- Completed Moving on Application and Assessment
- Moving On Pilot - Applicant Participation Agreement and Consent Form
- Supplement to Application for Federally Assisted Housing (optional)
- Relocation Referral Form

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Basic Tenant Information	
Referral Date	
Tenant Name	
Tenant Address, Phone, Email	
Current Permanent Supportive Housing Provider	
Case Manager Name and Phone	
Date moved into PSH program	
Number of months living in supportive housing	
Is the tenant in a scattered-site apartment or a project-based building?	
Letter of recommendation from case manager & property manager enclosed with application?	
Score on Enclosed Assessment	<ul style="list-style-type: none"> • Housing Score: • Income, Health, Services Score: • Total Score:
Can the household meet these minimum qualifiers?	<ul style="list-style-type: none"> • Has not previously evicted from CHA Housing • Has not been convicted of arson • Is not a lifetime registered sex-offender • Have not been convicted of manufacturing meth in public housing • Able to get utilities in their name or willing to negotiate with landlord to include in rent

Certification. The information contained in this application and assessment is as accurate as possible. The tenant, case manager, and property manager have met to discuss this application and feel that the tenant is a great candidate for moving on into an affordable housing option. The agency will provide follow-up services to the tenant and the tenant understands that he/she must provide data and information to the agency following-up for reporting purposes. In addition, the tenant will complete all CHA paperwork and understands that submitting this application does not guarantee acceptance into the pilot project.

Tenant Signature

Case Manager Signature

Property Management Signature

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Housing					
	Score: 0	Score: 1	Score: 2	Score: 3	Tenant Score
Current Lease	Tenant has not held a lease for past 12 months	Tenant is lease holder, has maintained lease 12-18 months	Tenant is lease holder, has maintained lease 18-36 months	Tenant is lease holder, has maintained lease for over 3 years (36+ months)	
Rent Payment	Tenant has not paid rent for last 6 months or has only paid on-time 1-3 times in last 12 months	Tenant has paid rent on-time at least 4-6 times in last 12 months	Tenant has paid rent on-time at least 6-8 times in last 12 months	Tenant has paid rent on-time 8-12 times in the last 12 months	
Utility Bills	Tenant has only paid bills on-time 1-3 times in last 12 months	Tenant has paid bills on-time at least 4-6 times in last 12 months	Tenant has paid bills on-time at least 6-8 times in the last 12 months	Tenant has paid bills on-time at least 8-12 times in the past 12 months (or utilities are included in tenants' rent)	
Outstanding Rent Arrears	Tenant has outstanding rent arrears and is not willing to set up payment plan	Tenant more than 6 months in current rent arrears and has set up a payment plan or applied for resources	Tenant has less than 3 months in current rent arrears and is current on payment plans	Tenant has no current arrears and does not have a current payment plan for past bills	
Outstanding Utility and other bills	Tenant has outstanding utility arrears and is not willing to set up payment plan	Tenant has less than \$1000 in current utility arrears and has set up a payment plan or applied for resources	Tenant has less than \$500 in current utility arrears and is current on payment plans	Tenant has no current arrears and does not have a current payment plan for past bills	
Safe Living Environment	Tenant has had over 5 contacts with police and/or landlord complaints in past 6 months regarding disruptive activities in the unit	Tenant has had 3-5 contacts with police and/or landlord complaints in past 6 months regarding disruptive activities in the unit	Tenant has had over 1-2 contacts with police and/or landlord complaints in past 6 months regarding disruptive activities in the unit	Tenant has not had any police visits or landlord complaints regarding disruptive activities in unit	
Housing Stability	Tenant has been in a supportive housing program less than 12 months	Tenant has been in a supportive housing program for 12-24 months	Tenant has been in a supportive housing program for 24-36 months	Tenant has been in a supportive housing program for over 36 months	
Past Evictions	Prior to PSH, tenant had over 6 evictions	Prior to PSH, tenant had 3-5 evictions	Prior to PSH, tenant had 1-3 evictions	Prior to PSH, tenant had no evictions	
Subtotal Score Total possible points: 24 Minimum Score of 16 to proceed					

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Income	Score: 0	Score: 1	Score: 2	Score: 3	Tenant Score
Maintaining or Increasing Income	Tenant has no income and has not yet applied for benefits	Tenant has applied for benefits and/or employment	Tenant is receiving benefits or is currently employed	Tenant has income from benefits and/or employment has increased from the previous year	
Stable Source of Income	Tenant has no stable source of income	Tenant has some income sources but not stable	Tenant has received income from benefits and/or employment for the last 1-6 months	Tenant has received income from benefits and/or employment for the last 6-18+ months	
Employment	Tenant is not employed and not enrolled in employment program	Tenant is currently in an employment development program or educational training program or actively seeking employment.	Tenant is employed or is involved in a volunteer position, internship, or job mentoring program for less than 6 months	Tenant is employed and saving towards mainstream housing for at least 6 months or is unable to work due to disability and has benefits	
Current Debt and Financial Obligations	Tenant has significant debt (over 50% of income) and is unable to meet financial obligations	Tenant has over 50% of income in debt and is meeting financial obligations	Tenant has less than 10% of income in outstanding debt and is meeting financial obligations	Tenant has no outstanding debt or financial obligations	
Health					
Mental Health Care Use	Tenant has not had contact with a mental health provider in the past 12 months	Tenant has made 1 documented mental health care appointment in last 12 months	Tenant has made 2 or more documented mental health care appointments in the last 12 months	Tenant is able to keep mental health care appointments on a regular basis or has no diagnosed mental illness or has sustained recovery for 24+ months	
Medication Adherence	Tenant self-reports not taking any medications	Tenant self-reports rarely taking prescribed medications	Tenant self-reports sporadically taking prescribed medications	Tenant self-reports regularly taking prescribed medications with minimally missed doses OR has no prescribed medications	
Current Harm Reduction Goals	In the past 6 months, tenant preferred not to discuss or contemplate harm reduction behaviors	In past 6 months, tenant discussed harm reduction behaviors with case manager, but did not work towards implementing them	In the past 6 months, tenant shows progress towards harm reduction behaviors, but has not achieved implementing them	In the past 6 months, tenant has implemented harm reduction behaviors or has no reported substance abuse issues	

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Future Harm Reduction Goals	Tenant does not intend to establish harm reduction behaviors	Tenant has re-set current harm reduction behaviors to be more realistic and/or reasonable to him/her	Tenant will maintain current harm reduction behaviors	Tenant is setting new harm reduction behaviors for next 6 months OR has no reported and/or diagnosable substance abuse issues	
Supportive Services & Mainstream Resources					
	Score: 0	Score: 1	Score: 2	Score: 3	Tenant Score
Connection to Mainstream Mental Health and Primary Health Care	Tenant is not connected to any mainstream agencies and tenant has not had contact with primary health care provider in past 12 months	Tenant is newly connected to mainstream MH and primary health	Tenant has been connected to mainstream providers for past 3-6 months	Tenant is connected to mainstream providers and has a primary healthcare provider and keeps appointments as needed	
Connection to Community Supports	Tenant has no community supports outside of PSH project	Tenant has limited community supports and is not interested in attaining others	Tenant has adequate community supports in neighborhood	Tenant seeks out community supports and has many connections including specialized services	
Service Utilization	Tenant has outstanding service needs and does not utilize current supportive services	Tenant has expressed interest in supportive services but has not followed up with case manager	Tenant utilizes some supportive services offered, and is able to maintain housing stability	Tenant utilizes supportive services offered, and seeks services when needed	
Clinical Crisis Intervention	Tenant has required over 5 clinical crisis interventions in the past 12 months	Tenant required 3-5 clinical crisis interventions in the past 12 months	Tenant required clinical crisis intervention in the past 12 months, and worked quickly with case manager to identify needs and help	Tenant has not required clinical crisis intervention in the past 12 months	
Tenant has the skills necessary to maintain housing stability	Based on their current tenancy, tenant does not have the skills necessary to maintain household stability	Based on their current tenancy, tenant would need significant support to maintain their household stability	Based on their current tenancy, tenant would need some services support to maintain their household stability (more than general follow-up services)	Based on their current tenancy, tenant has the skills necessary to maintain housing stability and would need general follow-up services	
Income, Health, Services Subtotal Score <i>Total Possible Score for Income, Health & Supportive Services: 39</i> Minimum Score to Qualify: 26 <i>Ideally, applicants have scores in range of 32-39</i>					

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Additional Comments

Please include any additional comments on the assessment answers, the tenant's housing & income stability, and any other considerations. You may attach additional forms or information as needed.