WRITTEN STANDARDS

***24 CFR§ 576.400(E) WRITTEN STANDARDS FOR PROVIDING ESG ASSISTANCE.***

Written standards must be established and applied consistently for each individual project or project type (rapid re-housing, homelessness prevention, emergency shelter, and street outreach). This helps ensure that all clients are treated the same, regardless of which agency is serving them. Each applicant, local Continuum of Care, or HUD Continuum of Care should fill out this page and attach it to their Written Standards according to the directions on Page 2.

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| --- | --- | --- |
| CONTINUUM NAME  If submitting as a CoC |  | |
| **OR** |  | |
| AGENCY/PROGRAM NAME  If submitting for individual agencies |  | |
|  |  | |
| CONTACT NAME |  | |
| CONTACT AGENCY |  | |
| PHONE NUMBER |  | |
| E-MAIL |  | |
| MAILING ADDRESS |  | |
|  |  | |
| LOCAL CONTINUUM OF CARE |  | |
| PRIMARY CITIES OR COUNTIES SERVED |  | |
| **Select the applicable description:** | |  |
| The attached Written Standards apply to all EHH sub-recipients. | |  |
| The attached Written Standards apply to all local Continuum of Care agencies. | |  |
| The attached Written Standards apply only to this specific agency which is a 2018-2019 EHH applicant. | |  |

**DIRECTIONS:** Either answer the questions below and submit this form as the Written Standards document for either each agency or for the whole local continuum of care, OR attach a Written Standards document with the top half of this page attached for reference. If an existing written standards document/(s) is attached, make sure that it answers each question below.

***Milwaukee, Madison*** and ***Racine*** continua must submit a standard operating procedure that applies to the entire continuum of care.

***Balance of State*** continua must adhere to the Balance of State HUD COC established written standards for each project type if the Balance of State has established standards. At the time of the posting of this application, the Balance of State has created Transitional Housing and Rapid Re-Housing standards, which can be found at the following link: http://www.wiboscoc.org/boscoc-standards-and-policies.html. These standards do not need to be attached, but must be adhered to by Rapid Re-Housing and Transitional Housing providers. At this time, no Prevention, Outreach, or Shelter standards are established by the Balance of State COC. For these program types, the recipient or sub-recipient should respond to the relevant questions below or attach their agency’s or continuum’s written standards.

1. **Standard policies and procedures for evaluating individuals’ and families’ eligibility for assistance under Emergency Solutions Grant (ESG);**
2. **Standards for targeting and providing essential services related to street outreach;**
3. **Policies and procedures for admission, diversion, referral, and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations, *e.g.,* victims of domestic violence, dating violence, sexual assault, and stalking; and individuals and families who have the highest barriers to housing and are likely to be homeless the longest;**
4. **Policies and procedures for assessing, prioritizing, and reassessing individuals’ and families’ needs for essential services related to emergency shelter;**
5. **Policies and procedures for coordination among emergency shelter providers, essential services providers, homelessness prevention, and rapid rehousing assistance providers; other homeless assistance providers; and mainstream service and housing providers (see § 576.400(b) and (c) for a list of programs with which ESG-funded activities must be coordinated and integrated to the maximum extent practicable);**
6. **Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid rehousing assistance;**
7. **Standards for determining what percentage or amount of rent and utilities costs each program participant must pay while receiving homelessness prevention or rapid re-housing assistance;**
8. **Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time; and**
9. **Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits, if any, on the homelessness prevention or rapid rehousing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant receive assistance; or the maximum number of times the program participant may receive assistance.**