



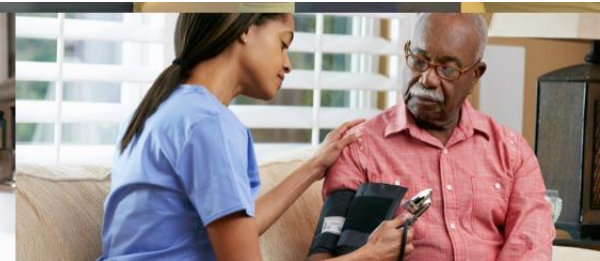
Maryland
DEPARTMENT OF HEALTH

The NEW Developmental Disabilities Administration Rent Subsidy Program

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Introductions

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Agenda

- DDA Housing Priorities
- Program Choice
- Housing Support Services Overview
- Program Overview
 - Eligibility and Prioritization
 - Applying to the Waitlist
 - Documentation Requirements
 - Searching for Housing and Unit Approval
- Q & A

DDA's Commitment to Independent Housing

DDA is committed to develop quality, affordable, accessible housing for people with disabilities in safe locations where they can access support services, transportation, employment, and recreation throughout their lifespan.

We will do this by:

- Increasing awareness of housing issues experienced by individuals with developmental disabilities with the internal structure as well as with external partners, stakeholders, and community at large.
- Work in partnership with MFP to increase housing options for individuals with developmental disabilities in Maryland
- Promote the understanding of the link between self-determination and housing as a critical part of people being able to control their own lives.

Program Choice

- This Opportunity is currently voluntary for those who are currently receiving rental assistance from DDA.
- The current rate the person is receiving will not be adjusted based on rent increases.
- DDA would like to encourage those receiving rental assistance to still add Housing Support Services to their plans so that they can stay aware of all housing opportunities in Maryland.

Housing Support Services



Who qualifies for Housing Support Services?

- Adult, age 18+
- Enrolled in one of DDA's 3 Medicaid waivers
 - Community Pathways
 - Community Supports
 - Family Supports
- Identified housing goal in the Person-Centered Plan

How can Housing Support Services help you?

HSS can help you...

- Create a person-centered housing plan for and find housing
- Find and obtain resources for making housing affordable
- Maintain housing and be a successful tenant/homeowner
- Communicate with landlords/property managers

Who provides Housing Support Services?

- Agencies with DDA authorization to provide HSS
 - Agencies must have experience/expertise in housing opportunities for people with disabilities
 - Agency staff providing HSS must have completed training as required by DDA
- Coordinators of Community Services do not provide HSS
 - CCS refers people with housing goals to HSS providers
 - CCS works with HSS to plan for in-home services and to monitor

Authorized HSS Providers as of March 2022

- Abilities Network
- Accessibility Montgomery
- Arc Baltimore
- Arc Carroll County
- Arc Central Chesapeake
- Arc Montgomery County
- Arc Northern Chesapeake Region
- Arc Southern MD
- Caroline Center
- Compass
- Healthy Lives
- Jubilee
- Maryland Inclusive Housing
- Rock Creek Foundation
- SEEC
- Shura
- United Needs and Abilities



What are Housing Support Services?

DDA Waiver Definition (all 3 waivers)

- Time-limited supports to help participants navigate housing opportunities, address or overcome barriers to housing and secure and retain their own home
- Include
 1. Housing Information and Assistance
 2. Housing Transition Services
 3. Housing Tenancy Sustaining Services

Housing Information and Assistance

1. Understanding housing program rules and requirements and their applicability to the participant;
2. Searching for housing;
3. Applying for housing, including obtaining documentation
4. Assessing the unit to determine if it meets accessibility & safety needs and is ready for occupancy
5. Requesting reasonable accommodations/modifications
6. Identifying resources for security deposits, moving costs, furnishings, assistive technology, environmental modifications, utilities and other one-time costs
7. Reviewing the lease and other documents including community rules prior to lease signing
8. Developing, reviewing and revising monthly budget
9. Identifying and addressing barriers to housing such as credit, rental history, criminal background and behaviors
10. Assistance with resolving disputes

Housing Transition Services



Conduct tenant screening and housing assessment

Collect information on potential barriers to housing

Identify potential housing retention challenges



Develop individualized housing support plan that includes

Short and long-term goals

Strategies to address barriers including prevention and early intervention services when housing is jeopardized

Natural supports, resources, community providers and services to support goals and strategies

Housing Tenancy Sustaining Services

Assist participant to maintain living in leased home including

1. Education and training
 - a) How to be a good tenant
 - b) Role, rights and responsibilities of tenant and landlord
 - c) Lease compliance
2. Coaching to develop and maintain good relationships with landlord/property manager and neighbors
3. Assistance with recertification process
4. Early identification of behaviors that jeopardize tenancy
5. Assistance with resolving disputes with landlords and/or neighbors
6. Advocacy and linkage with community resources to prevent eviction
7. Review, update and modify housing support plan in coordination with participant

HSS Provider Staff Requirements

Requirements

- Age 18 +
- GED or high school diploma
- Current first aid and CPR certification
- Pass criminal background check
- Complete pre/in-service training based on PCP
- Complete DDA required training prior to service delivery
- Valid driver's license
- Automobile insurance

Training

- Conducting housing assessment
- PCP
- Laws governing housing for people with disabilities
- Affordable housing resources
- Leasing processes
- Strategies for overcoming barriers
- Housing search resources and strategies
- Eviction processes and prevention
- Tenant/landlord rights and responsibilities

HSS Professional Requirements for Self- Directed Services

Requirements

- At least 18 years old
- Have GED or high school diploma
- Pass criminal background check
- Possess valid driver's license (if vehicle is necessary)
- Have automobile insurance
- 3 professional references
- Financial integrity through IRS, MDH and Medicaid Exclusion checklists
- Signed DDA provider agreement
- Signed Medicaid provider agreement

Training

- Conducting a housing assessment
- Person-centered planning
- Laws governing housing for people with disabilities
- Affordable housing resources
- Leasing processes
- Strategies for overcoming barriers
- Housing search resources and strategies
- Eviction processes and strategies for prevention
- First aid and CPR certification
- DDA required orientation/training
- Inservice training in participant PCP specifics

Rent Subsidy Program Overview

Recommendation of the DDA Supported Living Advisory Committee – January 2019

Adopted by DDA February 2019

Partnership between three state agencies: DDA, MD Dept. of Disabilities (MDOD) and MD Dept. of Housing and Community Development (DHCD)

Tenant-based, similar to Housing Choice Voucher program

Participant pays 30% of household income for rent and utilities

Maximum rent based on Fair Market Rent for the unit location

Participants can have house mates, including other individuals who may also be eligible for the program

Program Eligibility Criteria

- Age 18+
- Receives at least one service funded through DDA, or on DDA Waitlist in Crisis Resolution category
- Household income at or below 50% AMI
- Not currently housed with a rent subsidy from another public source or living in public housing
- NOTE!
 - Credit and Criminal background are not considered for program eligibility, HOWEVER, most landlords screen for credit and criminal background



Prioritization



1. Currently receiving funds from DDA for rent
2. Homeless
 - a. Literally homeless – living on the street, in an emergency shelter, in a tent, in a place not meant for people to live, etc.
 - b. At risk of being homeless – living with friends or family but will lose this shelter within 14 days; received a foreclosure or eviction notice
 - c. Unaccompanied youth – under age 25 living with friends or family for more than 60 days and not at risk of losing this shelter within the next 14 days
 - d. Family with Children/Youth – family with children/youth living with friends/family for more than 60 days and not at risk of losing shelter within 14 days
 - e. Fleeing/attempting to flee domestic violence – individual or family who is fleeing or attempting to flee domestic violence, dating violence, sexual assault or stalking
 - f. Individual in temporary housing – individual age 25 or older living with friends/family for more than 60 days and not at risk for losing shelter within the next 14 days
3. Transitioning from an institution, including a State Residential Center, nursing facility, chronic hospital or psychiatric hospital
4. Living with a caregiver who is age 55 or older or who is no longer able to care for the applicant
5. Transitioning from a group home, Shared Living or foster care

Applying to the Program



The program waitlist is hosted by Social Serve.

Applicants may be added to the program waitlist by their Housing Support Services professional ONLY

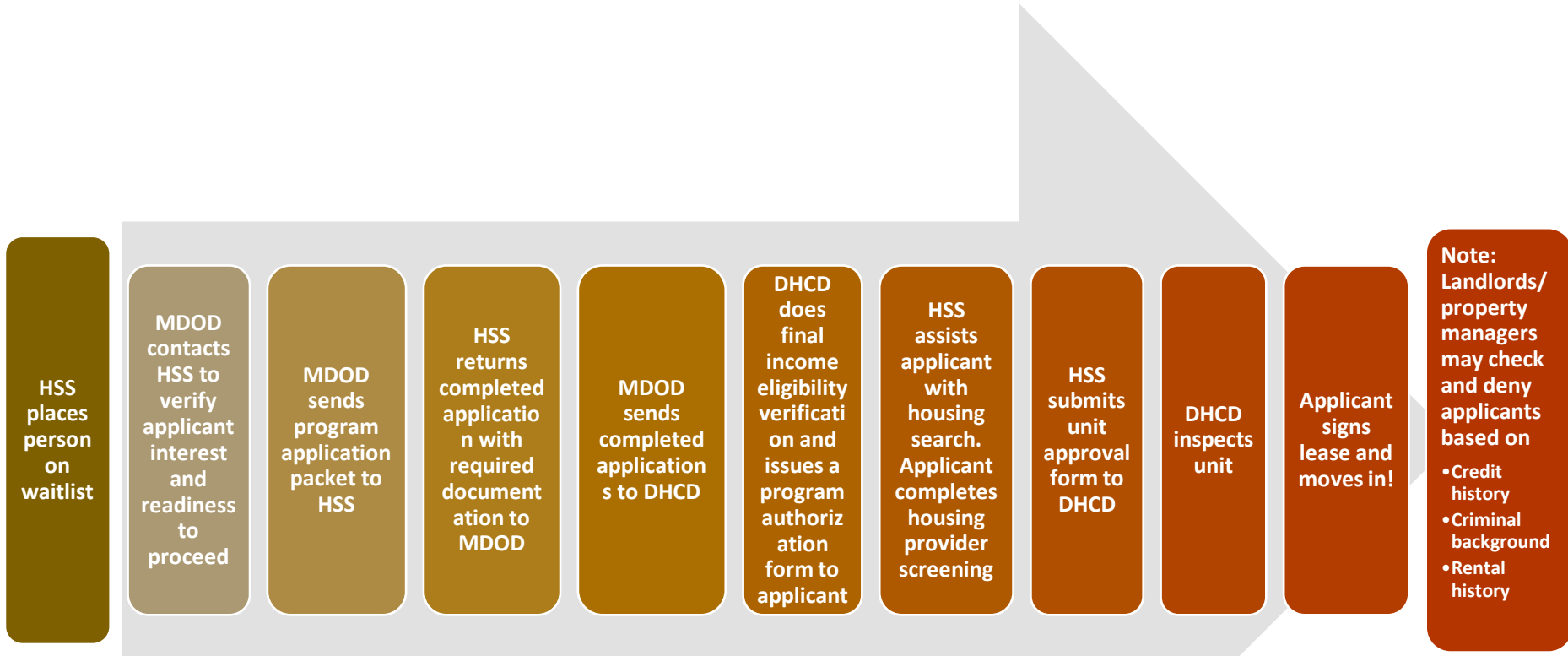
Selection Process

When subsidies become available, referrals are screened for eligibility by MDOD and selected from the wait list based on:

Priority status

Date and time
of application

Program Process



Housing Search Resources

Realtor

Newspaper

Websites

- www.mdhousingsearch.org
 - Can search by county and town
 - Can search for housing that doesn't require background check
 - Can save searches
- www.Gosection8.com
 - Lists all landlords that accept HCV throughout the country
- Craigs List
- Zillow
 - Allows person to fill out Zillow application and search for housing providers that accept this application
 - Helpful for people with poor rental history, criminal background or credit issues

Security Deposit

- Collected by landlord at initial leasing and placed in separate interest-bearing account
- Provides funds to repair unit if damaged by tenant. If no damages, security deposit is returned
- Rights for Security Deposit Return
 - Do initial walk-thru with landlord, if possible, take photos of any damage and keep with lease
 - Do final (move-out) walk thru with landlord
 - Obtain a written list of damages claimed by landlord
 - Make sure landlord returns any unused portion of security deposit to you
- Help with paying security deposit
 - Waiver – transition funds
 - Community organizations
 - Family/friends

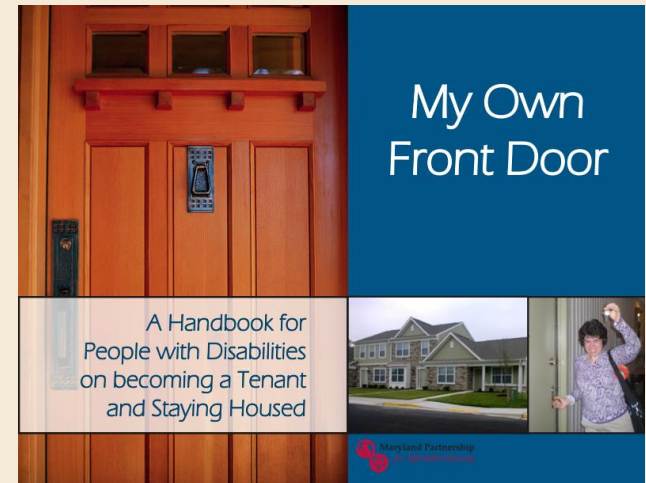


Using ABLE to Pay for Housing Costs

- Funds in ABLE are not considered an asset for means tested programs
- Housing costs are a qualified disability-related expense
- Examples
 - Security deposits
 - Rent
 - Utilities
 - Trash removal
 - Mortgage
 - Taxes
 - HOA fees
- Special rules for paying rent for SSI recipients
 - Funds must be withdrawn from account in the same month the rent is paid
 - Example: Rent due Sept 1 – need to withdraw ABLE funds in September and pay rent in September

Purpose and Content of Tenant Training

- Purpose: To provide information and resources to newly-leased tenants to support success
- Content
 - Review housing subsidy program
 - Income limits
 - Recertification
 - Review lease
 - Review community rules
 - Discuss unit maintenance and use of appliances and toilets
 - Discuss emergency preparedness and safety issues
 - Provide information about reasonable accommodations/modifications and assist with any the tenant may need



Recertification

- Annual recertification will be conducted by DHCD
- Updated financial documentation will be needed
- Rent will be recalculated based on re-evaluation of household income



Moving Out

- Provide at least 2-months notice to DHCD and the landlord
- If moving with the rent subsidy
 - Identify new apartment as soon as possible, ideally before notifying DHCD
 - Make request for unit approval as soon as possible
 - **Do not sign lease until the unit has passed inspection**
- Preparing the unit
 - Patch holes
 - Thoroughly clean
 - Completely empty unit of all belongings
 - Do walk-thru with landlord/property manager
 - If landlord cites damage, obtain a list and repair cost
 - Collect all keys and return to landlord
 - Security deposit + interest should be returned within 45 days
 - If the landlord will deduct repair costs, be sure to know these in advance and check that the correct deductions were made
 - DHCD Security Deposit calculator:
<https://dhcd.maryland.gov/Pages/RSDCalculator/Default.aspx>



