

## F.8/D.8

### Homeless Continuum of Care of Stark County's Policies Governing Emergency Transfers for Victims of Domestic Violence

#### I. Requirement that All CoC- and ESG-Funded Housing Projects Develop Emergency Transfer Plans

- A. Regulatory Basis of the Requirement. As set forth in 24 CFR Part 5, Subpart L, HUD requires that "covered housing programs," including homeless programs receiving funds from the Emergency Solutions Grant (ESG) Program (homelessness prevention and rapid rehousing) or the Continuum of Care (CoC) Grant Program (rapid rehousing and permanent supportive housing), adopt emergency transfer plans (ETP) that enable program participants who are beneficiaries of the Violence Against Women Act (VAWA) to transfer from one housing unit to another in the event that current housing has become unsafe.
- B. Project Participants Covered by the Required Plans. The required plans are intended to benefit tenants who receive rental assistance from or reside in a unit subsidized by a covered housing program if those tenants are victims of domestic violence, dating violence, sexual assault, or stalking (VAWA tenants) and if:
1. They expressly request a transfer; and
  2. They satisfy either of the following requirements:
    - a. They reasonably believe there is a threat of imminent harm from further violence if they remain within their current housing unit; or
    - b. They have been victims of sexual assault and either reasonably believe that there is a threat of imminent harm from further violence if they remain in their current housing unit or the sexual assault occurred on the premises during the 90-calendar-day period preceding the date of the request for a transfer.in B.2.
- C. Covered Housing Programs or Provider's Role in Facilitating the Emergency Transfer Request
1. Inform tenant of ETP rights;
  2. Include ETP protections in landlord lease agreements;
  3. When tenant requests a transfer based on the reasons above in B.2.a.or.b.
    - a. Document the request for reporting purposes to HUD; and
    - b. Engage tenant in interactive process to define "safe unit"
      - i. If a safe unit is immediately available, provider approves transfer and informs homeless navigation of the transfer.
      - ii. If a safe unit is not available, completes and submits a transfer request to homeless navigation and the provider will need to offer and document the safety plan. For assistance in developing a safety plan providers can reach out to the Domestic Violence Project, Inc. hotline at 330-453-7233 or Alliance Area Domestic Violence Shelter hotline at 330-823-7223, and/or any other participant approved resource
- D. Internal and External Emergency Transfers.  
The mandated transfer plans must include provisions that allow VAWA tenants to make "internal emergency transfers," *i.e.*, transfers within the same housing project, when a safe unit is immediately available. For cases in which a safe unit is not immediately available, the plans must, among other things, describe reasonable efforts the covered housing program will make to assist VAWA tenants

who wish to make external emergency transfers, *i.e.*, transfers out of their current housing project. Internal and external emergency transfers can be requested simultaneously if an internal transfer is not immediately available. In the event that an internal and external transfer is not immediately available, the provider will need to offer and document the safety plan.

## II. The HCCSC's Role in Promoting Emergency Transfers for Victims of Domestic Violence

- A. Ensuring that Housing Projects Have Compliant Transfer Plans. To ensure that all CoC-funded and ESG-funded housing projects have adopted emergency transfer plans that comply with the requirements of 24 CFR Part 5, Subpart L, HCCSC's Collaborative Applicant will include a review of those plans in its annual review of all CoC-funded and ESG funded housing project
- B. Reporting to HUD during the year-end and monitoring processes under VAWA 2022. To ensure that reporting is completed throughout the year, the HCCSC's Collaborative Applicant will compile data related to the total number of transfers requested, number of transfers granted, and the length of time needed to process transfers. This data will be maintained for a minimum of three years.
- C. Facilitating Emergency Transfers between Housing Projects.
  1. Through the Homeless Navigation Hotline (the Hotline), HCCSC's coordinated entry system (CES) will facilitate emergency transfers of VAWA tenants by taking the steps outlined in Section VI of the HCCSC's *Coordinated Entry Guide* when housing projects have received requests for an emergency transfer from VAWA tenants.
  2. In facilitating emergency transfers, the Hotline will be subject to the same confidentiality rules that apply to covered housing projects under 24 CFR Part 5, Subpart L. Section 5.2005 (e)(1).