As of January 1, 2020 all new clients entering a City of Detroit or CoC RRH program will have the following time limits:

* Limited to 3 months of Housing Search and Placement services
* Limited to 12 months of Financial Assistance and Housing Stability Case Management

If an agency wants to request additional months of rental assistance over the 12 month limit (for clients entering RRH after January 1, 2020) they must email the completed form and all required attachments to the RRH Workgroup co-chairs at least one week prior to the meeting. The request must be completed between the 7th and 10th months of rental assistance. The RRH Workgroup will decide on the extension based on the information provided.

Client Information

|  |  |
| --- | --- |
| HMIS # |  |
| VI SPDAT Score |  |
| Date of Entry |  |
| Date Moved into Permanent Housing |  |
| Number of Months of Financial Assistance  at the Time of Extension Request |  |
| Current Income |  |

Number of additional months requested:

How will additional months of financial assistance help the client move into permanent housing at the closure of their RRH program?

RRH Case Notes for entire entry attached?  No  Yes

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**City of Detroit/HAND Staff ONLY**

Date of RRH Workgroup:

RRH Workgroup Decision:  Approved  Denied  Alternative # of Months Approved\_\_\_\_

Rationale for decision \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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RRH Workgroup Co-Chair Name Signature

\*A signed copy of this form must be uploaded into the client HMIS file. An additional copy will be kept in the RRH Workgroup minutes.