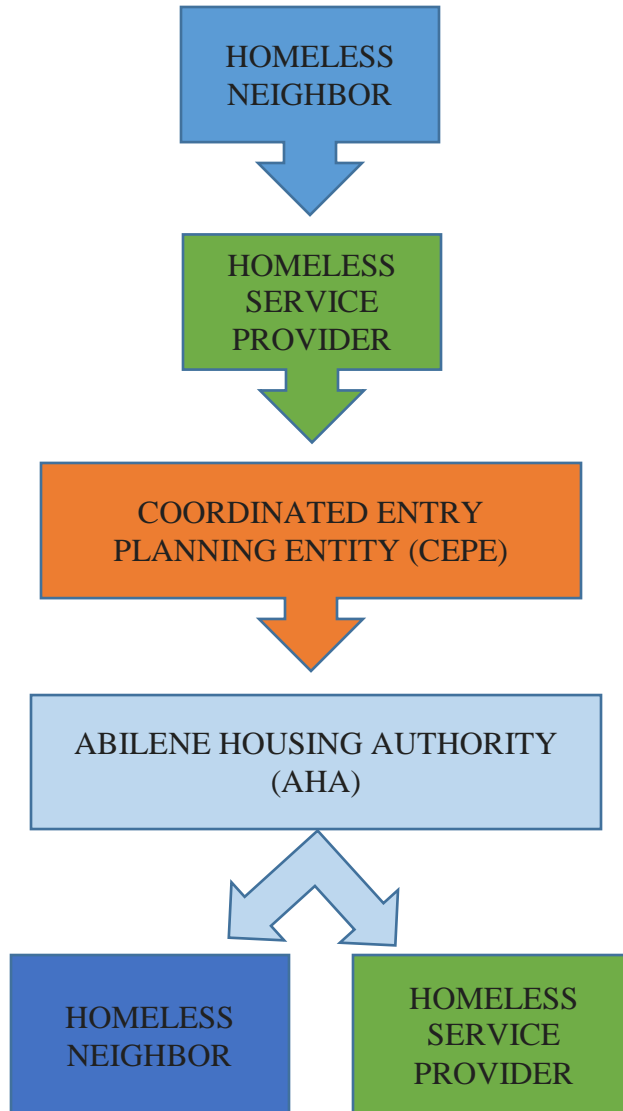




Housing Choice Voucher Program & Executive Office Building  
1149 E. South 11<sup>th</sup> Street  
Abilene, TX 79602

---

### HCV Homeless Preference Referral Process





Housing Choice Voucher Program & Executive Office Building  
1149 E. South 11<sup>th</sup> Street  
Abilene, TX 79602

---

### **Homeless Preference Referral System**

1. The homeless neighbor engages with or is referred to a local Homeless Service Provider (HSP) that is partnering with Abilene Housing Authority
2. The partnering HSP performs a VI-SPDAT assessment and verifies that the neighbor meets the HUD definition of homelessness
3. The partnering HSP determines that a Housing Choice Voucher (HCV) is the optimal housing solution for the homeless neighbor, and assists the applicant in applying online to the HCV wait list
4. The partnering HSP submits a referral on behalf of the homeless neighbor to the Coordinated Entry Planning Entity (CEPE)
5. The CEPE will verify that the homeless neighbor being referred meets the HUD definition of homelessness and that one of the limited vouchers set aside for homeless applicants should be used for this applicant
6. If the CEPE determines that the neighbor meets the HUD definition of homelessness and that voucher assistance is optimal they will submit a homeless preference referral to the Abilene Housing Authority (AHA)
7. AHA will give the referred neighbor the homeless referral preference on the HCV wait list
8. AHA will pull the homeless applicant from the HCV wait list within 30 days from receipt of referral if vouchers are available
9. AHA will work with the HSP to walk the homeless applicant through the HCV eligibility process and voucher issuance
10. The HSP that made the initial referral to the CEPE will provide case management for the homeless neighbor



Housing Choice Voucher Program & Executive Office Building  
1149 E. South 11<sup>th</sup> Street  
Abilene, TX 79602

---

## Eligibility Requirements for HCV Homeless Preference

1. Must meet HUD's definition of homelessness below:
  - A. An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; or
  - B. An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low- income individuals); or
  - C. An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution; or
  - D. Any individual or family who:
    - I. Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; and
    - II. Has no other residence; and
    - III. Lacks the resources or support networks, e.g., family, friends, and faith- based or other social networks, to obtain other permanent housing
2. Must be below the HUD set HCV program income limits
3. Must not be a lifetime registered sex offender
4. Cannot have committed any drug or violent criminal activity within the past 3 years
5. Cannot owe any housing authority any debt
6. Cannot have been evicted or terminated from any federally assisted housing programs in the past 12 months

(Numbers 4-6 are subject to consideration of circumstances)