Where can we find a copy of the HUD-VASH referral packet?

SSVF providers can find the packet on the SSVF website


HUD-VASH providers can find the SSVF Temporary Financial Assistance Referral Packet (with HMIS Data Elements) or SSVF Temporary Financial Assistance Referral Packet (w/o HMIS Data Elements) on the Operational Planning Hub.

Do we have to use the HUD-VASH Referral Packet if we have developed our own packet?

Yes, the standardized packet is required; it is not optional. The HUD-VASH and SSVF program offices want the referral process to be as standardized as possible.

Why doesn’t the HUD-VASH referral packet include homelessness prevention?

Veterans requiring Homelessness Prevention assistance through SSVF must be screened by the SSVF provider using the SSVF Homelessness Prevention Screening Tool and can not be referred using the HUD-VASH referral packet.

Why are Veterans living in transitional housing listed as “not eligible” in the referral packet?

The target population for the referral packet is chronically homeless Veteran households. The HUD definition of chronically homeless (effective January, 2016) does not include households coming from transitional housing. Please note that there are some exceptions for Veterans residing in Grant and Per Diem (GPD) transitional housing. Veterans who were chronically homeless prior to entering GPD transitional housing will maintain their chronically homeless status. If a Veteran is not chronically homeless upon entry into GPD the time spent in GPD transitional housing does not count toward length of time homeless. Please refer to https://www.hudexchange.info/homelessness-assistance/resources-for-chronic-homelessness/ for more information on the definition of chronically homeless.

Are Veterans living in GPD Bridge housing eligible for referral using the packet?

Yes, Veterans who are identified as chronically homeless and have been accepted into HUD-VASH can be placed into GPD Bridge housing while going through the process of getting a HUD-VASH voucher and locating an apartment and be referred to SSVF for TFA assistance using the HUD-VASH SSVF referral packet.

Why doesn’t the referral packet include information about the Continuum of Care (CoC) Common Assessment Score?

The VA encourages communities to integrate Veterans directly into the community’s coordinated entry system, which may include the use of a common assessment tool. VA recognizes that this process is not in place in every community and that HUD-VASH staff will conduct a clinical assessment of the Veteran
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prior to accepting them into HUD-VASH regardless of whether the Veteran has received a common assessment score

The SSVF program has a 30% cap on numbers of referrals that can be accepted from HUD-VASH; how will the referral packet affect this?

While the SSVF program office does not impose a cap on numbers of HUD-VASH co-enrollments, the total percentage of HUD-VASH referrals may be reviewed during annual monitoring of SSVF grantees. The goal of this review is to ensure that literally homeless Veteran households that do not qualify for other VA homeless programs have access to rapid re-housing through SSVF. Using the referral packet will not negatively affect or change the numbers of Veteran co-enrollments allowed in both programs. SSVF providers should work with HUD-VASH staff through the community planning process to determine what SSVF resources will be needed and document this in the community plan that is submitted to the SSVF program office.

Is it necessary to include a DD-214 with the packet?

No, it is not necessary to include a DD-214 with the packet; the HUD-VASH staff is certifying that the Veteran in the household is VHA eligible. Please note that HUD-VASH eligible Veterans also meet SSVF eligibility for Veteran status and do not require further screening by SSVF providers.

Can arrears from a previous landlord be paid if the PHA will not issue a new voucher unless past rent is paid?

No, this is not an eligible SSVF expense. The SSVF and HUD-VASH program office encourage case managers to work with PHAs to determine if exceptions are allowed for the Veteran.

The local Continuum of Care (CoC) is asking for additional Homeless Management Information System (HMIS) data elements to be entered, how do we get these if they are not included in the packet?

SSVF providers and the HUD-VASH team will need to work with HMIS administrators to determine what data elements will be required. HOMES printouts can be included as part of the referral packet but SSVF and HUD-VASH teams must meet to create a process for ensuring that all locally required HMIS data elements are included as part of the referral packet. Data related to HUD-VASH placements may be used to calculate a community’s progress toward meeting the Federal Criteria and Benchmarks; local partners are encouraged to work together to ensure a coordinated approach to data collection to meet goals and track progress. Please note that most HMIS administrators also require a Release of Information (ROI) to be signed by the Veteran prior to entering information into the HMIS system; this should also be included in the referral packet.

Does the Veteran need to go to the SSVF office for an intake?

No, the Veteran does not need to be referred to the SSVF program for an intake. The referral packet should include all information needed for SSVF provider to make payment to the landlord or landlord agent.
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**Can the packet be used for other types of TFA assistance like transportation?**

Yes, the packet can be used for one-time assistance for other types of TFA or for a combination of one-time assistance (i.e. mattress, bus pass, security deposit). The packet cannot be used for supportive services that would require ongoing SSVF case management such as legal help with benefits or employment assistance, these cases must be referred to SSVF for intake.

**When should the referral for deposit be made to the SSVF provider?**

For housing deposit assistance the referral should be made when housing has been identified and the landlord has agreed to rent but prior to the Veteran moving in to the housing unit.

**Does the W-9 need to be sent with the referral packet?**

Yes, the W-9 is needed in order for the SSVF grantee to make payment to a landlord or landlord agent. Please note that there is a link to the W-9 form included in the packet.

**The packet indicates that a lease should be included in the packet, what if we can’t get a copy of the lease before payment is made?**

The referral can be made without a signed lease and SSVF providers can make payments to the landlord or landlord agent using information from the “intent to rent” and W-9 forms. Please note that the SSVF provider will need a copy of the lease for their files as soon as possible; and may seek assistance from the HUD-VASH case managers.

**Does the HUD-VASH referral packet need to include proof that the unit has passed the Housing Quality Standards (HQS) inspection?**

No, there is no need to provide proof that HUD-VASH units have passed the HQS inspection since these units are already required to be inspected by the PHA.

**Do participants have to be chronically homeless in order to qualify for SSVF rapid re-housing assistance?**

The target population for the HUD-VASH SSVF referral packet is Veteran households experiencing chronic homelessness. There is a waiver included in the packet for referrals of Veterans who do not meet the definition of chronically homeless.

**What is the recourse for denied waivers?**

HUD-VASH and SSVF staff should work together to ensure a common understanding of eligibility including definitions of literal homelessness and chronic homelessness. Veterans must meet the SSVF definition of literally homeless in order to meet eligibility requirements for rapid rehousing. HUD-VASH and SSVF staff can reach out to their Regional Coordinators for assistance with waivers if needed.

**Will there be a packet like this for Homelessness Prevention referrals?**
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We understand that HUD-VASH and SSVF providers would like to see a more streamlined process for homelessness prevention households. The SSVF and HUD-VASH national program office will begin working on a standardized process for referring homelessness prevention cases.

**Will SSVF providers assist with housing searches for HUD-VASH Veterans?**

Housing search by SSVF providers for HUD-VASH Veterans is generally not an eligible SSVF activity; there are a limited number of communities that have been granted exceptions to these guidelines.

**Does proof of income need to be provided with the packet?**

No, the HUD-VASH staff is providing income information within the referral packet and certifying that the Veteran household meets income eligibility guidelines, there is no need for SSVF providers to conduct additional income eligibility screenings.

**Are Veterans over 30% Area Median Income eligible?**

Yes, these Veterans are eligible but a completed waiver must be included in the referral packet.