



In order to qualify for ASF's Transitional Housing program, the individual must be HIV+, either homeless, or at risk of becoming homeless, and income must be at or below 50% Area Median Income. **The client must be referred by the case manager.**

The Director of Housing and Benefits will assess the individual to determine which placement – sober living or motel – is most appropriate. If there is a history of substance abuse the Director of Housing and Benefits will work with the case manager to determine the more appropriate placement. In order to be able to assist the individual with transitional housing, there must be a housing plan agreed upon by the Director of Housing and Benefits, the client and the case manager which includes moving into permanent, stable housing within a reasonable period of time. The client must be willing to actively participate in his/her housing plan, which may include obtaining employment, or some other form of income, a savings plan, attending workshops, and/or aggressive apartment or roommate search. We are not able to house someone if there is a serious outstanding criminal warrant as identified in www.occourts.org. If the client has an outstanding criminal warrant, he/she will need to clear the warrant before we are able to assist with transitional housing. His/her income must be less than 50% of the Area Median Income. If the income is between 20% and 50% of the Area Median Income, there will be a share of cost for the treatment facility/ sober living facility or motel of 30% of his/her income. If the income is less than 20% of the Area Median Income, there is no share of cost. Transitional housing is limited to 6 months within a 2 year period.

A Transitional Housing plan should be one that is achievable in a short period of time (2-4 months, or less), and realistic for the client's circumstances. Factors in creating a housing plan would include, but are not limited to: Income; if no income, how long since had an income, and why (income is not a requirement for Transitional Housing but can be a factor in developing a housing plan); history of substance abuse; length of sobriety (when last used? – many sober livings require a clean drug test before accepting client); if client has been in Transitional Housing any time within the last 2 years (due to 6 months limit); any behavioral, mental health and/or cognitive impairment issues that could interfere with a successful housing plan. Though the program can assist a client with up to 6 months in Transitional Housing, we try to keep the length of stay in the program to a minimum.

Examples of a good Transitional Housing plan would be:

- A client is homeless due to recent loss of his/her job. The client (and Case Manager) believes he can find a job within a month or 2. Assist with sober living until able to either self-pay (at sober living) or find a room to rent.
- A client is completing Gerry House and has no job or income – waiting for opening at START House. Assist with sober living until opening occurs at START House.
- A client just released from jail/prison. If history of substance abuse, will assist client until either gets an income to self-pay (finds a job or gets SSI/SSDI reinstated), or is able to get into START House, if income not a possibility in the near future.
- A client is evicted from (or has to leave) Shelter Plus Care apartment. Does not have enough income to afford motel while looking for another apartment. Assist with motel until finds another apartment for their Shelter Plus Care certificate.

Examples of situations that can be a negative factor in developing a housing plan:

- A client has no income, is not able to work (or unwilling) and not eligible for SSI/SSDI, therefore will not acquire an income. Would need to identify housing options that are free if no income. Have had situations in which the client cannot return to START House for an extended period of time (6 months or longer), refuses drug treatment such as Gerry House, and Emmanuel House's wait list is 4-6 months long (with no guarantee at the end of the 6 months that the client will get in). May not be able to assist under these circumstances.
- A client has no income and is not eligible for SSI/SSDI. Client states his/her plan is to find a job to rent a room somewhere. If this client's last job was recent, the plan would be reasonable. If the client hasn't worked in a long period of time, the plan becomes more questionable.
- A client has had several relapses recently, kicked out of 2 or three sober livings. Another sober living may not be the best plan. It may be best for the client to go to a drug treatment program instead.



**AIDS Services
Foundation
Orange County**

TRANSITIONAL HOUSING Referral

Date _____ Date housing needed _____ Age _____ Date of Birth _____

Client Name First: _____ MI: _____ Last: _____

Phone (____) _____ Discretion needed? Yes No

Mother's Maiden Name: _____ # in Household _____ (# of children _____)

Race _____ Ethnicity _____

Race sub-group _____ Ethnicity sub-group _____

Social Security Number _____ Gender _____

Primary Language _____ Fluent in English? Y N

Emergency Contact: Name _____ Phone: _____

Referring Agency _____ Case Manager _____
(Must be accompanied by release if not an ASF client)

Current living situation immediately prior to request for Transitional Housing (please describe current homeless situation, how long homeless, why homeless, if relevant, i.e., sleeping on the streets, completed a detox/treatment program, just released from jail/prison, etc.): _____

Reason emergency housing is needed: _____

Current monthly income _____ Source(s) of current income _____

If no income, why (include plan to acquire income, if no income)? _____

Substance Abuse History (include how long sober, when last used): _____

Any psychological/behavioral issues that may be a factor: _____

Recommended Transitional Housing Plan: _____

Case Manager's Signature

Date