



For Customers of Ross Business Development, Inc.

RBDFASTFACTS ESTABLISHING A HOMELESS PREFERENCE

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FASTFacts Establishing a Homeless Preference

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Disclaimer

"The material contained in this document is not comprehensive of the continually emerging issues surrounding policies in The Multifamily Housing industry. In addition, the handbook guidance is derived from The HUD Handbook 4350.3 Rev 1 Change 4 released in August 2013 and in December 2013 and subsequent notices and memos from HUD.

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FASTFacts Establishing a Homeless Preference

HUD MULTIFAMILY & THE HOMELESS PREFERENCE



HUD Multifamily Housing is a key resource that can help local communities address homelessness. HUD has issued guidance explaining how to adopt a Homeless Admissions Preference in Multifamily properties.

To encourage property owners to adopt the preference, new resources are now available online that explain the benefits of the Homeless Preference, and answer questions about the simple steps to adopt the preference.

HUD RESOURCES

Various resources are available beginning with HUD HSG Notice 13-06 *Implementation and Approval of Owner-Adopted Admissions Preferences for Individuals or Families Experiencing Homelessness* <https://www.hud.gov/sites/documents/13-21hsgn.pdf>

HUD provides a short video *Multifamily Homeless Preference: Owners and Agents Share their Experience* (run time 4:37) which features owners and agents of HUD-assisted Multifamily properties who have successfully adopted the Homeless Preference at their properties.



<https://www.hudexchange.info/trainings/courses/multifamily-homeless-preference-owners-and-agents-share-their-experience-video/>

They explain how productive relationships with service providers and HUD partners have facilitated their adoption of the Homeless Preference, and share the positive impact they have seen the preference have on families and communities.

The webinar *Adopting a Multifamily Homeless Preference: An Overview for Property Owners and Agents* (run time 5:30) describes the benefits of adopting the preference, walks through the simple steps for property owners to adopt the preference, and provides answers to common questions about property owner flexibility and the option for owners to partner with local service providers to support families and individuals transitioning from homelessness. <https://www.hudexchange.info/trainings/courses/adopting-a-multifamily-homeless-preference-an-overview-for-property-owners-and-agents/>

The webinar *Implementing a Homeless Preference in Multifamily Housing: An Overview for Continuums of Care and Service Providers* (run time 10:34) gives an overview of how the Homeless Preference works in privately owned, HUD-subsidized multifamily properties, and explains the key role of Continuums of Care and local service providers — both in recruiting property owners to adopt the preference, and sustaining the Homeless Preference once implemented.

<https://www.hudexchange.info/trainings/courses/implementing-a-homeless-preference-in-multifamily-housing-overview-coc-service-providers-webinar/>

The webinar offers best practices for creating an effective referral and services package to pair with the preference once it has been adopted, and provides a planning roadmap for local communities wishing to promote the preference.



HUD's Office of Multifamily Housing has published a toolkit to help community leaders encourage owners and managers of HUD-assisted private multifamily housing to develop and implement admission preferences for homeless individuals and families.

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Opening Doors Through Multifamily Housing: Toolkit for Implementing a Homeless Preference offers a step-by-step framework, drawing on the experiences of ten communities participating in a 2012 HUD pilot program. Preferences for homeless individuals and families was officially allowed in July 2013 when the Office of Multifamily Housing issued Notice H 2013-21 (see *Memo*, [8/2/13](#)).

Opening Doors Through Multifamily Housing: Toolkit for Implementing a Homeless Preference is at <https://www.hudexchange.info/resource/4810/opening-doors-through-multifamily-housing-toolkit-for-implementing-a-homeless-preference>

Find homelessness assistance resources for Multifamily Housing owners and managers on the HUD Exchange. <https://www.hudexchange.info/homelessness-assistance/multifamily-housing-owners-managers/#assisted-multifamily-housing-owners-and-managers>

Sign up for the Office of Multifamily Housing Homeless Preference Mailing List. Send questions to MFHP@hud.gov.

ADD-ON MANAGEMENT FEES

Learn more about new special and add-on management fees now available for HUD assisted properties implementing a Homeless Preference at <https://www.hud.gov/sites/documents/homelesspreferencefees.pdf>



IMPLEMENTING THE PREFERENCE

There are several things you need to think about when implementing a Homeless Preference.

What is the turnover rate at your property?

How long is your waiting list?

Do you already work with Service Organizations for referrals to your property?

What kinds of services do they offer homeless applicants?

Which homeless populations do you wish to serve?

How will you verify eligibility for the preference?

How do you want to set up the unit mix for the Homeless Preference?

What special services will you offer?

How will you modify your tenant selection plan?

Do you need to modify your application?

How will you notify applicants on the waiting list?

Other questions.



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INCORPORATING THE PREFERENCE IN YOUR TSP



RBD has incorporated the Homeless Preference for several owner/agents. Developing your own policy takes a lot of thought.

Below is one example of the language we incorporated in to a TSP for a customer who implemented a Homeless Preference. Please remember that Homeless Preferences must be approved by HUD (not the CA) before you are allowed to implement.

Homeless Preference

Preference for Homeless Individuals: On March 20, 2022, HUD approved XXX Owner/Agent's request to implement a preference for homeless individuals.

Existing applicants and new applicants will be offered the opportunity to disclose homeless status. Such status will be verified, and when such verification is complete, homeless individuals will be added to the waiting list with a Homeless Preference.

Current applicants will be notified and the preference will be effective September 1, 2016. Current applicants on the waiting list will be granted a first right to an available unit under the preference as they become registered through XXXXX (example: Chicago Central Referral System).

One in every 10 vacancies is offered to a homeless person that is either on the existing waiting list or who is referred to the respective property by the XXXXX (example: Chicago Central Referral System).

Please note that occupancy standards apply. If after five (5) referrals from the referral agency for an available unit, an appropriate candidate is not identified, then next applicant or resident will be offered the vacant unit based on the "Selection Order" outlined in the Tenant Selection Plan.

Referrals will be accepted pursuant to paragraph V(d) of HUD HSG Notice 2013-21.

This preference can be amended as needed and /or removed with proper notification of such to all affected parties.

SUMMARY

While it does take thought and careful planning, implementation of a Homeless Preference provides multiple benefits.

HUD is interested in assisting owner/agents who feel that their service-oriented objectives would be furthered by assisting these families in need.

