



LOW BARRIER HOUSING COLLECTIVE

# HANDBOOK

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2022

# The Low Barrier Housing Collective

Dedicated to ending homelessness in Nashville



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# OUR TEAM

**Elisabeth Wiede**

RESOURCE COORDINATOR

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# OUR PARTNER ORGANIZATIONS

Agape Center

Catholic Charities of Tennessee

Centerstone

Community Care Fellowship

The Contributor

Launch Pad

Mary Parrish Center

Metro Social Services

MDHA

Mental Health Cooperative

Nashville Cares

Nashville Downtown Partnership

Nashville Street Project

Oasis Center

Open Table

Operation Stand Down

Park Center

People Loving Nashville

Room In the Inn

Safe Haven Family Shelter

Salvation Army

Step Up on Second





# ABOUT

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## LOW BARRIER HOUSING COLLECTIVE

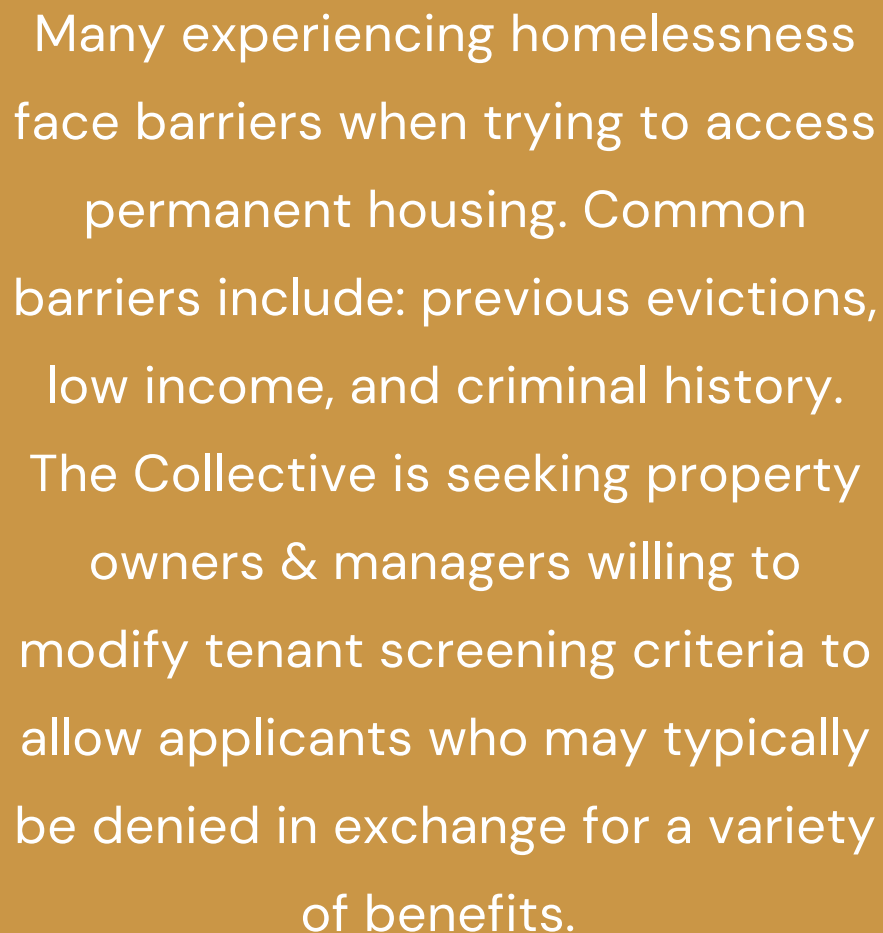
The Low Barrier Housing Collective was formed in 2021 as a dedicated collaboration between service providers, community members, and property owners coordinated by the Metro Homeless Impact Division. Our Collective believes in a Housing First model which aims to connect people to permanent housing as the first step in gaining overall stability.

We believe that success goes beyond obtaining physical shelter – wraparound services are provided from local nonprofits to help each unique person or family receive the resources they need to establish long-term housing stability.



# OUR MISSION

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Many experiencing homelessness face barriers when trying to access permanent housing. Common barriers include: previous evictions, low income, and criminal history. The Collective is seeking property owners & managers willing to modify tenant screening criteria to allow applicants who may typically be denied in exchange for a variety of benefits.

### **Coordinated Entry (CE)**

CE is a system-wide approach, coordinated by Metro Homeless Impact Division, that serves to assess all persons experiencing a housing crisis to help identify, prioritize, and connect them with the appropriate housing and support service resources as quickly as possible.

### **Rapid Rehousing (RRH)**

RRH is a program that seeks to quickly end someone's homelessness & assist them in stability goals they may have in order to eventually take on the full responsibility of the lease. This rental assistance is paid out through service providers along with wrap-around supportive services.

# RENTAL ASSISTANCE PROJECTS

## **Rental Assistance Vouchers**

*Individual pays 30% of their income (or \$50 if they have no income) toward rent each month & the Metropolitan Development and Housing Agency (MDHA) pays the rest. Units are inspected by MDHA **before** someone can move in. The individual must report any changes in income to MDHA to have their rent adjusted. Vouchers are not time limited and may be used as long as the individual meets the eligibility criteria.*

- **Housing Choice Voucher/Section 8**
- **Shelter Plus Care** - accompanied by post-housing case management
- **Veterans Affairs Supportive Housing (VASH)** - available only to veterans & includes case management
- **Emergency Housing Vouchers (EHV)** - Vouchers made available to people experiencing homelessness through the American Rescue Plan, operates identically to the Section 8 program with the same property requirements. There is a sign-on bonus for EHV's separate from the the LBHC sign-on bonus.

# MEMBERSHIP BENEFITS



Guarantee Fund

Housing Stability Support

Wide Applicant Pool

Mediation Services

EHV Sign-On Bonus

Property Sign-On Bonus

### ***Guarantee Fund***

In case of excessive damages and/or early termination, members can access up to an additional \$1,000 above the security deposit and up to two months of rent. The property owner and tenant must have a one-year lease agreement.

### ***Wide Applicant Pool***

Property owners & managers gain access to a large, housing-ready applicant pool; helping to increase occupancy rates through filling traditionally high-turnover units.

### ***EHV Sign-On Bonus***

The Metropolitan Development and Housing Agency (MDHA) is now offering a sign-on bonus of \$1,000 to \$2,000 to property owners who rent their units to individuals and families experiencing homelessness through an Emergency Housing Voucher (EHV).

### ***Housing Stability Support***

Individuals will receive wrap-around services provided by our local nonprofit partners focused on maintaining housing stability and a successful tenancy.

### ***Mediation Services***

Mediation is provided in partnership with the Nashville Conflict Resolution Center, a group of professional mediators with experience in property owner/manager-tenant disputes.

### ***Property Sign-On Bonus***

*A sign-on bonus is available to new and existing members that offers permanent housing for those exiting homelessness. Existing members will receive \$500 per successful lease-up, and new members will receive \$2,000 for the first 5 successful lease-ups, defaulting to \$500/lease-up afterward.*





# GUARANTEE FUND

1. Property will fill out a Reimbursement Claim Submission Form via the Low Barrier Housing Collective website after the termination of tenancy for a covered tenant, **unless** the claim is being used to prevent eviction.
2. Property will attach the following to the claim submission:
  - Signed rental agreement.
  - Move-in Condition Report signed by tenant and property owner/manager.
  - Tenant ledger showing unpaid rents (if applicable) & collection of the security deposit.
  - Notices sent to tenant for unpaid balances.
  - Copies of all repair invoices/receipts.
  - Before & after photos of damages with description that are included on the claim application.
  - Invoice for requested funds.
3. MHID will check that the application is complete prior to reviewing.
  - If approved, MHID staff will notify the landlord & submit the invoice.
  - If denied, MHID staff will provide a written justification & potentially seek additional information to assist with resubmission if the landlord wishes.

## Claim Amount:

The maximum claim reimbursed is \$1,000 in damages and/or up to \$2,000 in potential rent loss if the property holds the unit for a future tenant with a housing subsidy.

## Examples of covered expenses:

- Legal costs related to evictions.
- Rent that is owed, but not collected, not to exceed 60 days.
- Loss of rent due to prolonged unit turnover for repairing excessive damages that exceeds 30 days.
- Other appropriate costs as indicated by the lease.

## Not covered:

- Lost rent during initial lease-up period.
- Costs that are considered normal expenditures for operating a rental unit.

## Physical Damage:

The physical damage must be **over and above** the requirements of traditional unit turnover such as cleaning, painting, and some carpet replacement.

## Examples of covered damages:

- Excessive cleaning
- Debris removal or disposal
- Repair of walls, doors, and cabinetry

**\*\*Cost of total damages – security deposit – amount covered by insurance = Eligible amount for reimbursement**

# SIGN-ON BONUS

Properties who participate through flexible screening criteria for tenants transitioning out of homelessness may receive a sign-on bonus by accepting one of the following:

- Housing Choice Vouchers (Section 8),
- VASH vouchers
- Shelter Plus Care Vouchers
- Rapid Rehousing (non-motel destinations)
- Personal income from a client experiencing literal homelessness

\*\*\*This sign-on bonus is separate from the Emergency Housing Voucher bonus, which is paid out through MDHA.

## Breakdown of Payment:

**Existing Properties:** each successful lease-up with a tenant exiting homelessness will result in a \$500 bonus to further incentivize current partners to lower housing barriers.

**New Properties:** Whether new to the LBHC, or new to accepting vouchers, the first 5 successful lease-ups with a tenant exiting homeless will result in a \$2,000 bonus. After the 5, the property will receive the universal \$500 bonus for each subsequent lease-up.

\*A sign-on bonus has no expectation of return upon the completion of the lease (unlike a security deposit) and can be kept by the property to support lowered housing barriers. To receive this bonus, the property must be a Metro Vendor.

## Process:

1

The case manager submits the 1st page of the signed lease to the Resource Coordinator on behalf of the property & client.

2

The Resource Coordinator will submit the payment request (invoice) to Metro for approval.

3

Once it is approved, the Resource Coordinator will email the property & case manager notifying them of when to expect the deposit.

# MEMBERSHIP AGREEMENTS

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The property is willing to consider tenants who may not meet all the rental criteria but are working towards successful tenancy with support service providers.



The property will provide regular availability updates to the Low Barrier Housing Collective for distribution to service provider partners. These updates should include any changes in price.



The property will maintain the same rental payment amount for the duration of the lease.



The property will provide the Low Barrier Housing Collective a copy of a blank lease for each participating property so service providers can review the rental rules and responsibilities with the applicant.



The property will communicate orally/in writing with the service provider of the tenant and the Low Barrier Housing Collective in the event of any written notices, late rent, or damages to the unit.



The property agrees to filing a Guarantee Fund claim within 14 days of discovering damages, or if the tenant has vacated the unit, within 14 days of the tenant's move out date.



The property owner/manager will ensure properties are well maintained over the length of the tenancy.

# SERVICE PROVIDER CONTACT LIST

Organization	Point of Contact	Email
Agape Morning Star	Shanna Shilling	sshilling@agapenashville.org
Catholic Charities of TN	Lorraine Wade	lwade@cc Tenn.org
Centerstone	William Otey	william.otey@centerstone.org
Community Care Fellowship	Ryan LaSuer	rclasuer@gmail.com
The Contributor	Raven Nye	Raven@thecontributor.org
Launch Pad	Samantha-Rae Macalpine	samantharaemacalpine@nashvillelaunchpad.com
Mary Parrish Center	Dymin Cannon	dymin@maryparrish.org
MDHA	Norman Deep	ndeepe@nashville-mdha.org
Mental Health Cooperative	Evelyn Yeargin	eryeargi@mhc-tn.org
Nashville Cares	Maria Aboubaker	maboubaker@nashvillecares.org
Nashville Downtown Partnership	Adam Ries	aries@blockbyblock.com
Nashville Street Project	Jeff Swafford	jeff@nashvillestreetproject.com
Oasis Center	Austin Lewis	alewis@oasiscenter.org
Open Table Nashville	India Pungarcher	india@opentablenashville.org
Operation Stand Down	Andrew Littlefield	andrew.littlefield@osdt n.org
Park Center	Avionna Goodner	avionna.goodner@parkcenternashville.org
People Loving Nashville	Andreas Chunaco	andreas@peoplelovingnashville.com
Room in the Inn	Martina Condron	martina.condron@roomintheinn.org
Safe Haven Family Shelter	Brittney Brown	bbrown@safehaven.org
The Salvation Army	Jesse Call	jesse.call@uss.salvationarmy.org
Step Up on Second	Chad Pinkston	cpinkston@stepup.org
Veteran's Affairs	Ursula Cunningham	ursula.cunningham@va.gov
YWCA	Tara Morgan	tara.morgan@ywcanaashville.com