

**Application for Shelter Allowance Supplement**

Local District: Ulster County  
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Implementation Date: February 20, 2019  
Amount of Supplement: \$304.00 per month for Singles/Childless couples

**Amount of Supplement (Case Size, Shelter Maximum and Supplement Amount)**

The proposed Shelter Supplement will be \$304.00 per month.

TA Household Size	TA Shelter Allowance	Shelter Supplement	New Shelter Maximum Allowance	Bedrooms	Ulster County Average Rent
1	\$263.00	\$304.00	\$567.00	0	\$810.00
1	\$263.00	\$304.00	\$567.00	1	\$889.00
2	\$305.00	\$304.00	\$609.00	2	\$1107.00

This proposed Shelter Supplement would be available to single Safety Net recipients or Childless Couples who are homeless, living in motels, domestic violence shelter or temporary housing.

**Terms**

- Recipients must be Safety Net eligible based on the New York State standard of need without the supplement and in compliance with all eligibility requirements.
- Recipients cannot be in receipt of any other government funded shelter supplement including Section 8 and public housing.
- Any recipients who have lost Section 8 or public housing within the last 2 years without good cause are not eligible for a shelter allowance supplement.
- No member of the family unit can be on a Temporary Assistance sanction.

- The recipient must be tenant or co-tenant of record. Leases/written agreements with the landlord will not be a requirement.
- The recipient's full actual share of the rent must be restricted and paid directly to the landlord.
- The shelter supplement will not be used to pay rent arrears.
- A Safety Net Shelter Allowance Supplement Form will be completed for all singles/childless couples requesting the shelter supplement.

**Purpose/Justification**

The path to self-sufficiency begins with stable, affordable permanent housing. The rising cost of housing in Ulster County has made it increasingly difficult to meet the housing needs for a significant number of our single/childless couples Safety Net population. High rental costs and lack of housing has contributed to the increased homelessness within the County. The vacancy rate for non-subsidized housing for 2017 was 2.65%. There is a wait list for available units in subsidized housing therefore, they will be filled quickly. In 2017 there were 425 homeless individual/childless couples. The average length of stay for these individuals was 71 days. Helping them afford the housing will give them the opportunity to concentrate on employment and in turn become self-sufficient.

**Rents within Ulster County**

<b><u>Type of Rental</u></b>	<b><u>Average Rent</u></b>	<b><u>Median Rent</u></b>	<b><u>HUD Fair Market Rent</u></b>
Studio and R/B	\$810.00	\$800.00	\$737.00
1 Bedroom	\$889.00	\$895.00	\$918.00

According to HUD, the fair market rental rates are significantly higher than the monthly Safety Net grant of \$446.00. Based upon these numbers, it is impossible to achieve stable housing. Homelessness has been temporarily managed with long placements in motel rooms. The high cost of motel living significantly diminishes the goal of self-sufficiency for single individuals/childless couples.

Ulster County contracted with a local not for profit to operate a homeless shelter. Homeless clientele are placed at this shelter at the rate of \$91.53 per night. When the shelter is full, individuals/childless couples are placed at a local motel at the average of \$55.00 per night plus a pre-investigative grant. Utilizing emergency housing in lieu of permanent housing creates a variety of challenges such as:

- Extensive financial cost to the County and State.
- Various motels are rural with no public transportation making it difficult for the individual to seek employment or affordable housing.
- Motel and shelter environments are not conducive for long term housing.
- Securing housing for high profile individuals (sex offenders).

The approval of this Shelter Allowance supplement would allow Ulster County to avoid costly motel placements and would result in a gross savings of approximately \$692,037.00 annually.

In addition to the potential cost savings, the supplement will also allow single individuals/childless couples access to permanent housing within a reasonable timeframe and reduce the length of stay in a motel. Homelessness creates significant barriers. Providing a shelter supplement will allow recipients stability of permanent housing and in turn will assist them to overcome other barriers.

**List Eligibility criteria and how determined and documented included the following:**

1. How much will non-legally responsible Non-Temporary Assistance (NTA) persons residing in the same dwelling be required to contribute toward the excess shelter costs?

**All non-Temporary Assistance household members must contribute their pro-rata share of the rent or 30% of their income, whichever is higher.**

Will the SSI recipients or ineligible aliens residing in the household be expected to contribute towards the rental costs?

**Yes, each will be responsible to contribute their pro-rata share of the rent or 30% of income, whichever is higher.**

If so, how will this be determined?

**SSI recipients and ineligible aliens will be expected to contribute their prorated share of the rent. All adults living in the dwelling will be required to verify their income. Failure of income verification will result in a denial of the shelter supplement.**

2. How will contributions toward rent from individuals outside the household be verified and what standards will be applied in determining whether such contributions can be sustained in the future?

**Contributions will be verified by a statement from the recipient and the individual making the contribution. The statement must include whether it is a one-time payment or the anticipated frequency.**

How will the district assure that third party contributors are not legally responsible relatives?

**The recipient must be eligible for SNA in order to receive a rent supplement. Legal lines of responsibility will be reviewed during initial eligibility.**

3. Will the district require that there be a court proceeding concerning the non-payment of shelter costs prior to the individual being determined eligible for supplemental shelter payments?

**N/A as Ulster County will not be utilizing rent supplements to address back rent.**

If not, How will the district determine the shelter arrears are legitimate and the responsibility of the TA recipient?

**N/A.**

4. How will co-tenant of record lease agreements be handled?

**The recipient must be tenant of record.**

Will leases be required of all tenant of record?

**Leases will not be required.**

5. Will shelter arrears for shelter supplementation cases be limited in monetary amounts (e.g. \$3,000?) or to a specific time period (e.g. six months of arrears)?

**N/A as Ulster County is not planning to utilize the rental supplement to address back rent issues.**

If yes, please detail. **N/A**

6. How will the district handle modifications (e.g. moves, rent increases, etc)?

**Any modifications (such as increase in rent, moves, changes in income or household composition, etc.) will require a reassessment and the shelter supplement will be adjusted accordingly.**

What will be followed in determining whether supplementation will continue? Following a move?

**Continued supplementation will be contingent on affordability, compliance with the program requirements and continued Temporary Assistance eligibility. Individuals choosing to move for any other than health and safety or issues outside of their control must be moving into a less expensive shelter situation.**

7. Will any local forms be used to facilitate the supplementation process?

**Yes, there will be one form.**

If so, copies must be provided with the plan.

8. Will there be any health and safety standards regarding the housing that must be met prior to paying supplemental allowances or arrears?

**The housing must meet the appropriate city/town building codes.**

9. Will the supplemental allowance be limited in any way?

**The supplemental allowance will be limited to a maximum of three (3) years as long as the recipient meets the eligibility requirements.**

10. Will supplementation process include a onetime incentive payment to the landlord?

**No.**

11. How will the district ensure that the existence of the supplement does not adversely affect the ability of non-TA recipients or childless couples (i.e. low income working individuals or childless couples) to find and retain affordable housing?

**The district does not anticipate the supplement having an adverse effect on Non-TA recipient or low income working individuals or childless couples as the benefit provided will be lower than the HUD standards.**

Length of time Supplement is offered to individual cases: (e.g. 3 months, 6 months, indefinitely, etc.)

The shelter supplement will be limited for a maximum of three (3) years as long as the recipient meets eligibility requirements. There will be no extensions unless a situation warrants an extension for the following reasons and will be reviewed case by case.

- **Recipient has proven circumstances beyond their control**

Estimate of Cost Savings/Neutrality (Show all calculations)

<b>YEAR</b>	<b>Average # of People</b>	<b>Total Yearly Expense</b>
2015	41	\$811,800.00
2016	47	\$930,600.00
2017	35	\$693,000.00

Since January 2018 the Agency has housed an average of 50 singles in motels.

**Cost of Motel room per month for Single individuals/childless couples**

75 Rooms x \$55.00 per night = \$4,125.00 per night.

\$4,125.00 per night x 30 nights = \$123,750.00 per month.

**Cost of Shelter Supplement per month for Single individuals/childless couples**

75 applicants x \$567.00 (\$304 Supplement cost + \$263 current shelter allowance) = \$42,525.00

Cost of Motel rooms per month = \$123,750.00

Cost of Allowance + Supplement = \$42,525.00

Monthly Savings: **\$81,225.00**

Yearly Savings: **\$974,700.00**

County savings @ 71%: **\$692,037**

# Ulster County Department of Social Services

## Safety Net Shelter Allowance Supplement Form

Applicant must be Safety Net eligible based on the New York State standard of need without the Supplement and in compliance with all eligibility requirements.

NAME: \_\_\_\_\_ Case Number: \_\_\_\_\_

1. Is this a one person or single childless couple household? \_\_\_\_\_
2. Is the supplement being used to establish housing a single individual or childless couple who have been determined homeless by UCDSS? \_\_\_\_\_
3. Has the Applicant agreed and signed forms to have the full actual share of rent restricted and paid directly to the landlord? \_\_\_\_\_ If no, WHY? \_\_\_\_\_
4. Are all non-SNA household members, including SSI recipients or ineligible aliens contributing pro-rata share or 30% of income towards the rent? \_\_\_\_\_ no,WHY? \_\_\_\_\_
5. Is the Applicant tenant of record? \_\_\_\_\_

If ALL the answers above are YES and the Applicant is deemed eligible for SNA, a Shelter Supplement may be authorized. Shelter Supplements are approved by the Head SWE or the Director. The Shelter Supplement amounts are as follows:

<u>Household Size</u>	<u>Rent Allowance</u>	<u>Rent Supplement</u>	<u>Total Shelter</u>
1	\$263.00	\$304.00	\$567.00
2	\$305.00	\$304.00	\$609.00

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Shelter Supplements are entered on the budget under OTHER PA ALLOWANCES. Code 49 – Shelter Supplemental (SNAP exempt) must be used.

The shelter supplement will be limited for three (3) years as long as the recipient meets the eligibility requirement. Extension of the supplement will be handled on a case by case basis. All shelter supplements require signature of the Head SWE/Director at each recertification.

Worker: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisory Review: \_\_\_\_\_ Date: \_\_\_\_\_