

Application for Shelter Allowance Supplement

Local District: Yates County

Contact Person: Amy Miller, Commissioner

Telephone: 315/536-5183

Email: amy.miller@dfa.state.ny.us

Implementation Date: 6/1/2018

Amount of Supplement (for example: Case Size, Shelter Maximum, and Supplement Amount):

TA Household Size	Shelter Allowance Effective	Shelter Supplement	New Shelter Maximum Allowance	Bedrooms	*Yates County Fair Market Rental
1	\$181	\$312	\$493	0	\$493
1	\$181	\$312	\$493	1	\$596
2	\$210	\$312	\$522	2	\$716

Types of Cases Covered by Supplement/Targeted Population:

- Single Safety Net individuals and Childless Couples who are homeless, living in motels, domestic violence shelters, or temporary/transitional housing.
- 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.
- No member of the family/household can be on sanction.
- The recipient must be tenant or co-tenant of record. Leases and/or written agreements with the landlord will be a requirement.
- The recipient's full actual share of rent must be restricted and paid directly to the landlord.

Justification for Application:

There is a significant lack of affordable housing in Yates County while our homeless population has grown considerably over the last 5 years. Yates County does not have homeless shelters. Utilizing an agreement with the local housing authority, we have access to some transitional housing, but space is limited and temporary. Most homeless individuals are housed out of county May through October. We have one small hotel/motel in county that is utilized October to May.

There is a wait list for HUD vouchers in county and most of the individuals likely to be served under this proposal are ineligible for a HUD subsidy due to criminal convictions, previous evictions, or poor credit history.

List eligibility criteria and how determined and documented including the following:

- 1. How much will non-legally responsible Non- Temporary (NTA) persons residing in the same dwelling be required to contribute towards the excess shelter costs (e.g., a prorated share of rent costs, 30% of income, the lesser of these two variables, etc.)?**

All non-SNA household members must contribute either their pro-rated share of rent or 30% of their gross income, whichever is less.

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

Yes, SSI recipients and ineligible aliens will be expected to contribute towards rent.

If so, how will this amount be determined?

SSI recipients and ineligible aliens will be required to contribute either their prorated share of the rent or 30% of their income, whichever is less. All adults living in the dwelling will be required to verify their income. When considering an illegible alien who is part of the household, a determination of required contribution will be made based on reported income. If there is no reported income, no contribution will be required. Failure of a non-SNA household member to verify income will result in possible denial or loss of eligibility for a shelter supplement.

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

To determine sustainability of payments made from individuals outside of the household, they will be asked to provide proof of income along with a signed statement of intent specifically stating the amount and frequency of payments. The statement will be signed by both the recipient and the contributor and copies will be given to both as well as entered into the permanent record.

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

Eligible Safety Net individuals will have already had legal lines of responsibility established and reviewed.

- 3. Will the district require that there be a court proceeding concerning the nonpayment of shelter costs prior to the eligibility determination for supplemental shelter payments?**

No, Yates County doesn't plan to address issues of back rent with this proposal. In situations where a client applying initially has arrears, public assistance rules applicable to addressing those arrears will be followed.

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

The recipient must be tenant or co-tenant of record designated by the landlord to be considered for the rent supplement. Households consisting of both Safety Net and Family Assistance or SN MOE individuals will be budgeted as appropriate using TA regulations for co-op budgeting.

Will leases be required of tenants of record?

Proof of tenancy will be required.

5. Will shelter arrears for shelter supplementation cases be limited in monetary amount or to a specific time-period?

Not applicable

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

All modifications will require a reassessment of the situation, shelter supplement plan and review of household composition. Adjustments will be made as appropriate and based in regulation.

What will determine whether supplementation will continue?

Continued TA eligibility and compliance with all regulatory requirements. Any health or safety issues beyond control requiring a move to a different living space must be a cost neutral or cost savings move.

Will the district require the recipient of the supplemental shelter allowance to report changes related to the supplemental allowance timely, as a condition of eligibility?

All changes must be reported in a timely manner.

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

Not at this time. If time and experience necessitates the creation of forms, Yates County will submit them to OTDA for consideration and approval prior to implementation.

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

Yes, housing must be determined to be in compliance with all state and local codes.

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

The supplement will be limited to 24 months dependent on compliance and eligibility.

10. Will supplementation process include a one-time 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 recipient individuals or childless couples (i.e. low income working individuals or childless couples) to find and retain affordable housing?

The district does not anticipate that provision of the shelter supplement will adversely affect non-TA recipient or low income working individuals or childless couples as the benefit remains lower than HUD standards. Also, these individuals remain eligible for HUD vouchers when many recipients of the shelter supplement do not.

Length of time Supplement offered to Individual Cases: (e.g. 3 months, 6 months, indefinitely, etc.)

In general, cases will be allowed 24 months of shelter supplement. Situations will be considered on a case by case basis, and extenuating circumstances may warrant an extension. All extensions will be approved with a projected deadline attached.

Costs Savings are evidenced using the data below, which is reflective of data collected in 2015, 2016 and year to date 2017, January – mid November.

With proposed supplement:

Household Size	1	2
Shelter maximum	\$181	\$210
Proposed Supplement	\$312	\$312
New Shelter Amount	\$493	\$522
Annual Cost Increase (per case)	\$3744	\$3744
Total Annual Cost (per case)	\$5916	\$6264
Average annual cost per case per month	\$6090	
Total Annual Cost for 14 cases (averaged)	\$85,260	

Current Scenario:

Monthly Cost of Temporary Housing (per case)	\$1500
Number of Individuals in Shelter (averaged)	14
Cost per Month	\$21,000
Cost Per Year	\$252,000
Gross Savings	\$166,740

Yates County proposed Supplement Plan would be used in support of single individuals and childless couples in receipt of Safety Net assistance living in motels, transitional housing or facing eviction and homelessness.

Online Form Submittal: Yates County FOIL Request

noreply@civicplus.com <noreply@civicplus.com>

Thu 4/7/2022 12:08 PM

To: Alice Broussard <intern.ABroussard@empirejustice.org>

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Yates County FOIL Request

To be completed by the person making the request:

Name	Alice Broussard, Empire Justice Center
DOB	12/18/1984
Maiden Name (if any):	<i>Field not completed.</i>
Address	119 Washington Ave., Suite 301
City	Albany
State	NY
Zip Code	12210
Home Phone	<i>Field not completed.</i>
Cell Phone	510-809-5537

I request under the Freedom of Information Law, the following records:

Pursuant to Article 6 of the Public Officer’s Law, please send me copies of any reports, memoranda, and electronic documents that contain information regarding administration of your social service district’s shelter supplement plan during the years 2017, 2018, 2019, 2020, and 2021, specifically:

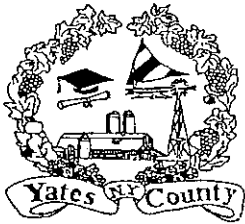
1. The number of households served annually by the shelter supplement plan during each of the years listed above;
2. The total value of shelter supplement payments made annually during each of the years listed above; and
3. A list of each individual payment made pursuant to the shelter supplement plan during each of the years listed above, with a unique household identifier attached to each individual payment.

If there are no records responsive to any individual part of this request, please reply with any relevant records that exist for the remaining parts of the request. If there is a problem fulfilling any part of this request, please contact me at 510-809-5537 or abroussard@empirejustice.org.

Our preference would be that you provide these documents to us in electronic format, if possible. Inasmuch as we are a not-for-profit organization, providing information and assistance to legal services and advocacy organizations across the state, we ask that you waive any fee for these documents.

Thank you for your attention to this matter.

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YATES COUNTY
Department of Social Services
417 Liberty Street, Suite 2122
Penn Yan, New York 14527
Phone 315-536-5183
Fax 315-536-5168

Amy D. Miller
Commissioner

Erica L. Putnam
Director of Services

Director of Income Maintenance
and Child Support

RECEIVED APR 28 2022

April 21, 2022

Alice Broussard
Empire Justice Center
119 Washington Ave., Suite 301
Albany, NY 12210

Ms. Broussard,

We are in receipt of your Freedom of Information Law request dated April 7, 2012. Please find included a copy of the Yates County Shelter Supplement plan approved in 2018. There was no plan prior to 2018 and no payments made in any of the years requested.

Sincerely,

Amy D. Miller
Commissioner