

Joint Rapid Re-housing and Transitional Housing Component Guide

Joint component projects are setup as two separate projects in HMIS:

- TH Project to track clients who utilize TH resources of the component project
- RRH project to track clients who utilize RRH resource of the component project

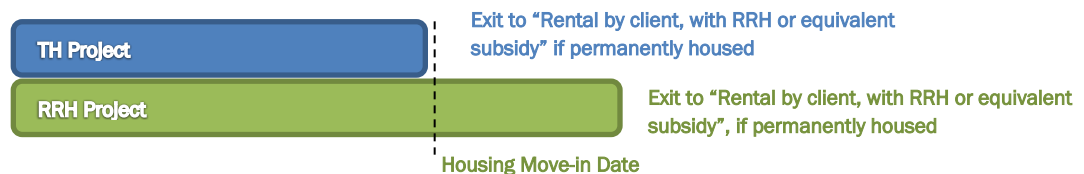
How to enroll clients:

1. Clients accessing TH and RRH services
2. Clients accessing TH services only
3. Client accessing RRH services only
4. Client loses housing but stays enrolled in RRH

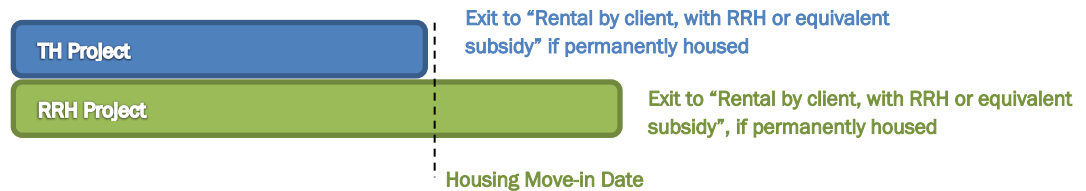
In general, TH component entry/exits should reflect the actual dates the client is residing in a Transitional Housing unit. RRH component entry/exits should reflect the entire time the client is receiving assistance from the joint-component project, whether or not they are receiving RRH services or rental assistance, specifically. The Housing Move-in Date (data element 3.20) is used to differentiate clients who are housed from those who are unhoused and receiving services only. Clients who move into a permanent housing unit using the associated RRH resources should have a Housing Move-in Date in that RRH project. At this point, the client should be exited from the TH project with a destination of “Rental by client, with RRH or equivalent subsidy.”

1. Clients accessing TH and RRH services:

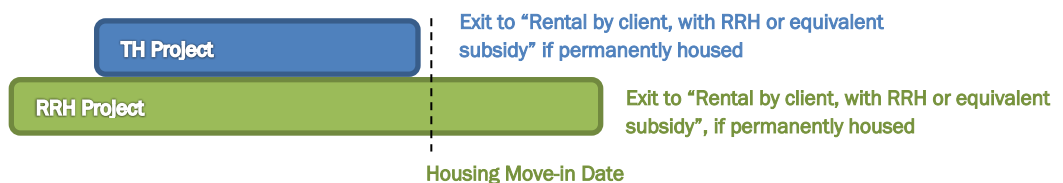
- a. Some clients may enter TH and simultaneously receive RRH services. In these cases, the client will be enrolled into both projects with the same Project Start Date. Upon finding appropriate housing, the client will be exited from the TH project and a Housing Move-in Date (data element 3.20) will be entered in the associated RRH project. Once the client is no longer receiving re-housing services they will be exited from the RRH project



- b. Some clients may enter TH before accessing RRH services. However, all clients entering the TH component project should have a Project Start Date in the RRH component project for the same day to show they are under consideration for RRH services. If the client exits from TH without receiving RRH services, they will be exited from both projects at the same time (see #2 below). If the client does access RRH services, the RRH project will enter a Housing Move-in Date at the time of exit from TH to a permanent housing option. The client will be exited from the RRH project once they are no longer receiving any re-housing assistance.

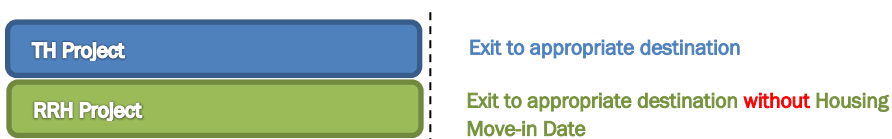


- c. Some clients may receive RRH services for some time before moving into the TH project. In these cases, the client will be enrolled into the RRH project with a Project Start Date reflecting the time they started receiving RRH services. If the client later accesses the TH portion of the project, they will be enrolled with a Project Start Date reflecting their first night in the TH unit. Once appropriate housing is found, the client will be exited from the TH project and a Housing Move-in Date (data element 3.20) will be entered in the associated RRH project. Once the client is no longer receiving re-housing services, they will be exited from the RRH project



2. **Clients accessing TH services only:**

Some clients may enter TH and not access the joint RRH project, either because the right opportunity has not arisen or a more suitable housing placement was found. However, all clients entering the TH component project should have a Project Start Date in the RRH component project for the same day to show they are under consideration for RRH services. If they exit the TH project without accessing RRH services, they would be exited from both projects without a Housing Move-in Date (data element 3.20).



3. **Clients accessing RRH services only:**

Some clients may enter the joint RRH project while being served directly from another TH, Outreach, or Emergency Shelter project and without accessing the joint TH project. In these cases, the client will be enrolled into the RRH project with a Project Start Date reflecting the time they started receiving RRH services. Once appropriate housing is found, the client will be exited from the TH, Outreach, or Emergency Shelter project and a Housing Move-in Date (data element 3.20) will be entered in the associated RRH project. Once the client is no longer receiving re-housing services, they will be exited from the RRH project



4. **Client loses housing but stays enrolled in RRH:**

In the event that a client enrolled in the joint component RRH project loses their housing and the RRH project stops paying for rental assistance, but continues to support rehousing, the client should be exited from the RRH project and enrolled again in the same RRH project immediately following the prior enrollment. The RRH project would continue working with the client until a new unit is found, at which point a new Housing Move-in Date would be recorded. If the client is placed in Transitional Housing during this time, a new TH Project Start Date should be entered reflecting the first night the client resided in the new TH unit.

