



Coordinated Entry Systems (CES) Relocation or Rehousing of Housed Participants

IMPORTANT: Once an enrolled participant moves into a unit and signs their lease, they must follow all lease requirements throughout the term. Typically, the lease will be in effect for 12 months. **The lease is a legally binding contract between the landlord/property manager and the tenant (enrolled participant) for the duration of those 12 months.** In general, a participant is expected to honor the the lease they signed and remain in the unit for the entire term.

However, in some limited circumstances, the RRH Program may support the relocation or rehousing of a participant at a different unit.

- **Relocation** refers to the movement of a housed participant from one unit to another without a break in housing.
- **Rehousing** refers to the securing of a housing unit by a participant who was previously housed at some point during their current period of enrollment but is currently homeless.

Relocation is permitted only for the following reasons:

- Documented incident(s) of Domestic Violence occurring during the lease term
- Pre-approved move to a tax-credit property or other development where rents are substantially lower than market rate
- Failed HUD Housing Quality Standards (HQS) unit inspection, where the landlord/property manager has failed to remedy the documented unsafe or substandard condition for more than 30 days

Relocation is NOT permitted for the following reasons:

- The enrolled participant \ tenant no longer “likes” the unit or neighborhood and abandons the unit
- The enrolled participant \ tenant is evicted or must leave the unit in order to avoid facing certain eviction

If an enrolled participant abandons a unit or is evicted for reasons that are not permitted above, Rehousing is available one time per enrollment, but only under the following conditions:

- Participant is responsible for locating a new housing unit with limited assistance from HLT
- Participant has 90 days from the date of separation from the unit to identify housing before being placed in follow up mode
- Participant is responsible for their own move-in costs (security deposit and first month’s rent) at their next unit
- Participant is only eligible for the amount of rental assistance left after unpaid rent and damages have been paid to the previous landlord

The conditions listed above are not comprehensive, and each situation is reviewed on a case by case basis. If a CM has a situation in which a client requests rehousing, they should start by reaching out to HLT.



In every potential relocation or rehousing situation, the following factors must be considered by all parties involved (including the enrolled participant), in order to make a decision that is best for the enrolled participant and their household:

- Duration of Rental Assistance Provided to Date
- Landlord Response to Breaking the Lease
- Previous Housing Search Time
- Availability of Interim Housing during Rehousing Search
- Financial Stability of the Participant/Tenants and Ability to Cover Cost of Moving Expenses

If you have any questions or concerns, please reach out to the RRH Project Coordinator Katrese.hampton@hsncfl.org or the Housing Locator Team HLT@hsncfl.org.