



**SOUTHEAST IOWA LINK (SEIL)
MENTAL HEALTH AND DISABILITY
SERVICES REGION**

DES MOINES, HENRY, JEFFERSON,
KEOKUK, LEE, LOUISA, VAN BUREN
& WASHINGTON COUNTIES

Permanent Supportive Housing Agreement

Tenant Name _____ Unit No. _____

Address _____ City _____ State _____ Zip Code _____

The following Program Agreement is effective during my pending Social Security application and interim assistance reimbursement agreement which was signed _____ and in conjunction with my
(Date)
lease agreement with _____ landlord/rental company which was signed
(Name)
_____ and runs through _____.
(Date) (Date or write in Month to Month)

What is required to be eligible for the Permanent Supportive Housing Program?

- Completing required Permanent Supportive Housing Program paperwork and documentation.

Permanent Supportive Housing required documents

- i. Landlord Statement Form or lease agreement
 - ii. SEIL Interim Assistance Reimbursement form
 - iii. SEIL Social Security release
 - iv. Integrated Health Home Care Coordinator Assessment which includes justification of need
 - v. Mock Budget
 - vi. Permanent Supportive Housing Agreement
 - vii. Letter from Social Security verifying application of SSI specifically.
- Have no income, or income below 25% of current federal poverty guidelines and no available resources.
 - The individual must have serious mental illness, which is a mental, behavioral, or emotional disorder resulting in serious functional impairment, which substantially interferes with or limits one or more major life activities. For the purpose of eligibility for the Permanent Supportive Housing program this is a complexity of mental health diagnosis (Schizophrenia, Psychotic Disorders, Bi-polar, Major Depression, Personality Disorders; along with serious impairments of functioning with an inability to identify and utilize coping skills, no personal support system, no housing options and includes excessive use of emergency settings, inpatient hospitalizations, 23-hour observation or residential crisis services.

How will participants know they have met expectations?

- Have a minimum of four meetings with the integrated health home care coordinator for the 12-month period which begins when you signed the interim assistance reimbursement agreement. The care coordinator will schedule these with you.
- Meet with the SEIL Coordinator of Disability Services (CDS) every 90 days. The CDS will schedule the meeting with you.
- Demonstrate compliance with the terms of the lease agreement or if there is no lease complying with tenant duties.



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Along with paying rent tenant duties include:

Follow any building and housing codes that apply to tenants, and that affect health and safety in an important way

Keep living area clean and dispose of garbage properly

Properly use all appliances and facilities such as plumbing, heating, wiring, air conditioning

Not damage or abuse the apartment on purpose or carelessly, or knowingly allow someone else to do so

Avoid doing things that will disturb the neighbors' peace and quiet

- Demonstrate consistent use of services available, symptom management, reduced use of emergency services and maintain stable housing.
- Permanent Supportive Housing is only for your benefit and not household members, spouse, significant other or family. In order for another individual to move into the dwelling while you are eligible for and funded by the Permanent Supportive Housing Program the integrated health home care coordinator and coordinator of disability services must be notified prior to the person moving in, the landlord must give consent and if there is a lease be willing to add the individual to the lease prior to the person moving in and the individual moving in must provide proof they can pay their portion of rent and utilities.
- SEIL provides funding while you are in the process of applying for Social Security benefits. You must apply for Supplemental Security Income (SSI). SEIL will provide funding through the initial Social Security application. If the initial application is denied, you will need to appeal that decision with Social Security within 60 days of the denial notice. As long as, you file an appeal within the time limits allowed by Social Security, SEIL will continue support through the first appeal. If the appeal is denied SEIL will continue support when you file an appeal within 60 days of the denial notice, and you use a disability benefits attorney to help you with the second appeal. If the second appeal is denied funding will terminate the month following the Social Security notice of an unfavorable appeal. If you do not file an appeal within the time limits set by Social Security to file an appeal your funding for permanent supportive housing will end.

What will happen if participants do not meet expectations?

- There is a three-strike rule for failure to comply with the program and housing expectations; the third strike may result in the loss of program eligibility and funding for housing.

How to Appeal:

A written appeal must be submitted to the county service office issuing the notice of decision within ten (10) calendar days of receipt of the Notice of Decision. The written appeal should include a clear description of the appeal, a mailing address, a telephone number, and a copy of the notice of decision. Assistance in completing the appeal shall be provided upon request.

I understand the terms of the Permanent Supportive Housing Program and I agree to adhere to them. I further understand the consequences if I do not adhere to the terms of this program.

Tenant Signature

Date

SEIL CDS Signature

Date

1/30/19 SB updated 2/22/19 SB

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