

# Rapid Rehousing Extension Policies

*Note: One “extension” will be an additional month of Tenant Financial Assistance (TFA) starting from the end of the client’s RRH lease or previous extension expiration, typically including rent and utilities.*

## Policies by Housing Solution:

### 1. Self Sufficiency/Family:

- **No extensions** authorized.
  - Case-by-case exemptions can be requested by providers under special circumstances.

### 2. PSH:

- **Up to two extensions** authorized for clients who have been referred to a PSH project.
- **Additional extensions** may be authorized, by monthly review, for clients who are awaiting referral to PSH. Clients must have up-to-date CE assessments and documents (SSC, BC, ID, & HUD McKinney) and meet all PSH eligibility requirements.
  - If a client is rejected by a PSH provider/property, the client is authorized extension(s) until the client can receive a second PSH referral.
  - If a client is rejected by a second PSH provider/property, the client is no longer authorized for extensions.
- **No extensions** are authorized for clients who reject a PSH referral. Clients who reject a PSH referral may still be referred to another project, but they are no longer eligible for a RRH extension.
- **No extensions** are authorized for clients slated for PSH who do not meet all requirements for PSH (for example, a client who does not have a HUD McKinney).
  - Case-by-case exemptions can be requested by providers under special circumstances.

### 3. Vouchers (HAVEN, VASH, GHV, etc.):

- **One extension** is authorized for clients who have received vouchers.
  - Case-by-case exemptions can be requested by providers under special circumstances.
- **No extensions** are authorized for clients planning to exit RRH with a voucher who do not have a voucher and have not made progress towards obtaining one.
  - Case-by-case exemptions can be requested by providers under special circumstances.
- Extensions may be authorized, by monthly review, for clients who are in the process of obtaining a voucher. Extensions in these instances will be based on factors including, but not limited to, funds available, voucher progress, and timeliness of voucher application.
  - Clients exiting RRH to voucher housing are expected to adhere to a proactive application timeline based on the type of voucher. For example,

the process to obtain a GHV should start 6+ months prior to the planned end of RRH TFA, while the process to obtain a HAVEN voucher should start 3+ months prior to the planned end of RRH TFA. Failure to adhere to the recommended timeline may result in denial of RRH extension.

4. SSVF/TANF:

- **One extension** is authorized for clients who are exiting RRH to SSVF or TANF and have submitted all program requirements.
- **No extensions** authorized for clients who are exiting RRH to SSVF or TANF but have not completed all program requirements.
  - Case-by-case exemptions can be requested by providers under special circumstances.

5. Misc./Other:

- **No extensions** are authorized for clients exiting RRH to other housing solutions not listed above, such as senior living facilities.
  - Case-by-case exemptions can be requested by providers under special circumstances.

## Timeline & Appeal Process

- Periodic Reviews: Partners for HOME, or the designated program/finance administrator, will conduct extension reviews at least once per month during the duration of the RRH project.
- Request Process: Partners for HOME, or the designated program/finance administrator, will establish a process for service providers to submit extension requests at the beginning of the RRH project. If no separate process has been established, submitting requests via case conferencing and/or email is encouraged.
- Appeal Process: Once request approvals and denials have been disseminated to service providers, service providers may submit an appeal for any denials for consideration during the next extension request review. Appeal requests must include a justification.

## Policy Approval Process

This policy was approved by the following committees/bodies as per the Atlanta CoC Policy Approval Process.

- Client Advisory Council – Approved March 18, 2025
- Governing Council Policy Committee – Approved March 31, 2025
- Governing Council – Approved via email April 18, 2025