



VHSP RECERTIFICATION FORM

Households receiving VHSP Targeted Prevention and Rapid Re-Housing financial assistance beyond three months requires recertification of eligibility. This recertification must then be completed every three months based on the household’s project entry date for the duration of financial assistance. For households receiving housing-focused case management-only, recertification must occur every 12 months. Documentation of eligibility must be attached to this form.

Project Participant/Head of Household Full Name: _____

Date of entry into project: _____ Date of this Recertification: _____

Number # of months household has received financial assistance (includes arrears): _____

Recertification Type:

- 3-Month Recertification for VHSP financial assistance
- 12- Month Recertification for VHSP housing-focused case management-only

The household meets all three of the following circumstances:

- Project participant household income below 30 percent of area median income (AMI) for the area;
- The household lacks the financial resources and support networks needed to remain in existing housing without Prevention assistance; and
- Housing stabilization services are being appropriately implemented.

Verification of Housing Stabilization Services: Project staff and project participant household agree to work on the following goals to ensure a stable housing outcome:

1. _____
2. _____
3. _____

If the household is determined to ineligible for financial assistance and/or housing-focused case management, project staff must ensure household is connected with appropriate mainstream resources to prevent homelessness.

Staff Signature: _____ Date: _____

Project Participant Signature: _____ Date: _____