

Eligibility Requirements

To be eligible for DCFS' Housing Advocacy Program, you must be eligible for either of the two programs described below.

Norman Services

The Department of Children and Family Services has developed services to assist families obtain items that are needed to keep the child from being placed in, or to return the child home from, DCFS custody, like housing. There is also a cash assistance program to help families purchase items needed to keep a child from being placed in, or to return the child home from, DCFS custody. More information on Norman Services is in the **Norman Services Brochure** which can be obtained from **your caseworker** or **your Housing Advocacy Program worker**.

Youth Housing Assistance Program

The Youth Housing Assistance Program assists youth under 21 years old that are in the process of emancipating from DCFS or that have already emancipated obtain adequate housing or resolve a housing crisis. There is also a cash assistance program to help emancipating or emancipated youth obtain adequate housing. Please see **Youth Housing Assistance Program Brochure** (CFS 1050-35) or **your caseworker** or **housing advocate** for details.

Housing Advocacy Program

Agency: _____

Address: _____

City: _____ Zip: _____

Phone: _____



HAP

Housing Advocacy Worker

Name: _____

Phone: _____

DCFS'
Housing Advocacy
Program

State of Illinois
Department of Children and Family Services

HAP Services

In order to assist clients find affordable housing, DCFS has created the Housing Advocacy Program (HAP). HAP provides a worker to assist *Norman Certified families* and *Youth Housing Assistance Program clients* obtain housing. HAP workers can provide the following assistance:

Crisis Assistance

Your HAP worker is familiar with many of the agencies that can provide assistance for clients in crisis. The programs that are available to assist clients differ from community to community. These programs may include:

-  Emergency overnight shelter
-  Domestic violence shelter and counseling
-  Emergency food and clothing

Information and Consultation

Your HAP worker may be able to help you find housing. If necessary, your HAP worker can prepare you to meet with prospective landlords to help you present yourself in a manner that will increase your chances of being approved. Your HAP worker keeps listings of apartments in your area. While housing in most parts of the state is expensive, your HAP worker will search for some of the less expensive housing opportunities as well as subsidized housing when it is available. Many landlords in the area have already worked with your HAP worker.

Help Obtaining Housing

The primary responsibility of your HAP worker is to help you find housing. We recommend that you do as much of the housing search on your own as you are able. Some landlords are more confident with clients that apply for housing on their own. However, your housing advocate can provide extra assistance, including visiting prospective landlords with you, when needed. When necessary, your HAP worker may help provide transportation to view apartments.

Applying for Subsidized Housing

In most communities, subsidized housing is very scarce. Most have long waiting lists. Still it is important that you apply for all appropriate subsidized housing opportunities. If you don't want or need the subsidized housing when it becomes available, you can always turn it down at a later time. Your HAP worker can inform you of the subsidized housing opportunities in your area.

Information on Tenants Rights and Responsibilities

Your HAP worker can provide you with information on tenants rights and obligations. Your HAP worker can work with you before and after you obtain housing to help you be the best tenant you can be. Your HAP worker can also inform you of your rights as a tenant. Your HAP worker can also help you develop a budget to help you spend your income wisely.

Follow-Up Services

Your HAP worker may visit you after you have moved into your new home to ensure that you are still stable. Your HAP worker may also stay in contact with you for a few months to see if there is any assistance they can provide you. It is important that you keep in touch with your HAP worker at this time and be honest with them about any problems that you are having and any services that you need. If you are having trouble with your landlord, it is important that you tell your HAP worker.

Referrals to Community Resources

Finally your HAP worker can provide you with information about services that are available in your community. The programs that assist people in crisis that are available differ from community to community. These programs may provide the following assistance:

-  Food and clothing
-  Legal services
-  Employment training
-  Substance abuse treatment
-  Mental health treatment
-  Crisis intervention programs
-  Local Low-Income Heating and Energy Assistance Programs
-  Public aid, food stamps and other government programs.

Acknowledgment of Receipt of Housing Advocacy Program Information

I hereby acknowledge receipt of the Housing Advocacy Program DCFS Pamphlet of information that is being offered through The Center For Youth And Family Solutions. The Housing Advocacy Program Pamphlet provides detailed information about the services being offered.

Client/Authorized Signature	Relationship	Date