Chicago Housing Authority
REENTRY PILOT

Proposal Presented to Mr. Charles Woodyard, C.E.O.
June 21, 2013
at St. Leonard’s Ministries

by the
Reentry Committee of the
Chicago Coalition for the Homeless
And CHA Staff of the Reentry Pilot Working Group

Proposal authored by Rachel Leonor Ramirez
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

The CHA Reentry Pilot Working Group
Photo from our March 18, 2013 meeting at CHA
INTRODUCTION

The CHA Reentry Pilot Working Group is pleased to present this proposal for the CHA Reentry Pilot to Mr. Charles Woodyard, C.E.O. on June 21st, 2013 upon his request.

Three working group meetings preceded this presentation. The Chicago Coalition for the Homeless (CCH) Reentry Committee members present in these meetings were:

Anthony Lowery, Safer Foundation
Michael Peoples, St. Leonard’s Ministries
Reverend Valerie Everett-Riley, Lutheran Social Services of Illinois
James Field, Chicago Coalition for the Homeless
Julie Dworkin, Chicago Coalition for the Homeless
Rachel Ramirez, Chicago Coalition for the Homeless
Pastor Charles Austin, Chicago Coalition for the Homeless
Sonovia Petty, Chicago Coalition for the Homeless

The Chicago Housing Authority (CHA) staff members present in these meetings were:

Jessica Porter
Anna Lee
Andrew Teitelman
Deonna Wheeler
Melissa Freeman Cadoree

The work of the Reentry Committee and the CHA Reentry Pilot also enjoy the support of over 125 organizations and elected officials from across the City of Chicago. See List of Endorsers, pp. 8-14.

ABOUT THE CCH REENTRY COMMITTEE

CCH convened its Reentry Committee in 2007. The Reentry Committee combines the expertise of formerly/currently homeless individuals with criminal backgrounds, attorneys, professors, advocates and service providers to address housing barriers that prevent individuals with criminal records from finding stable housing. Addressing reentry barriers is key to ending homelessness. A 2011 CCH report found that 48% of people utilizing Chicago’s shelter and interim housing systems have a criminal background. Additional research has also shown that stable housing is key to preventing recidivism, which in Illinois hovers at 50%.

Members of the 2013 Reentry Committee: Dr. Tom Kenemore (Chicago State University), Pam Ward (Illinois Department of Corrections), Jeremy Bergstrom (Shriver Center on Poverty Law), Kevin Patterson, Evan Griffith, Latrice Johnson, Darryl Johnson, Johnna Lowe (Supportive Housing Providers Association), Khalid Bilal, Victor Gaskins (St. Leonard’s Ministries), Jeffrey Nelson, Dalia Almanza (Legal Assistance Foundation), Lynne Cunningham (Michael Barlow Center), Reverend Vicky Curtiss (Fourth Presbyterian Church of Chicago).
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013
"We are grateful that you will join us in welcoming these deserving citizens back to their communities."
– HUD Secretary Shaun Donovan, 2011

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CHICAGO COALITION FOR THE HOMELESS - Reentry Committee
70 East Lake Street, Suite 720 / Chicago, IL 60601 / (312) 641-4140
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013
EXECUTIVE SUMMARY

The CHA Reentry Pilot was designed by the Chicago Coalition for the Homeless (CCH) Reentry Committee and the Chicago Housing Authority (CHA). The CHA Reentry Pilot has the potential to improve CHA’s responsiveness to community needs through an innovative approach to housing ex-offenders who have truly turned their lives around and who receive continued support from reentry service providers once housed.

The CHA Reentry Pilot will position CHA as a leading agency in the national trend to better support the reentry processes of returning citizens. Other PHAs have already instituted similar programs, including the Los Angeles City Housing Authority and Seattle Housing Authority. See Best Practices, pp. 29-30.

The 3 participating Chicago-based reentry service providers have over 100 years combined experience providing services to ex-offenders. Their providers offer a rigorous curriculum of job skills, life skills and counseling to their program participants. Participation with one of these agencies can reduce a participant’s likelihood of recidivism from 50% to 20%.

Service providers will award CHA Reentry Certificates on an extremely selective basis to individuals based on their dedication to their own reentry process and their excellence in key reentry service programming. Not every returning citizen is an appropriate candidate for a Reentry Certificate, but we are confident that those who are will be outstanding tenants of CHA.

CHA will use the Reentry Certificate to demonstrate mitigation of past history and allow the individual to access CHA housing and HCV through normal application channels. Providers agree to provide one year of wraparound services at minimum to their participants who are housed in CHA with a Reentry Certificate. The CHA Reentry Pilot aims to house 30 individuals in 2 years.

A Reentry Certificate may be used as evidence of mitigating circumstances to house individuals with criminal backgrounds in two scenarios:

1. Individuals who come off of the CHA Public Housing or HCV Wait Lists.
2. Individuals who wish to be added on to an existing CHA or HCV household, when that household is in agreement and welcomes that individual home.

This second scenario has the greatest possibility of making a measurable impact on the returning citizens of Chicago. Without this second component, there may be no measurable Pilot. This family reunification aspect is critical to making an impact and is already occurring in other PHAs. See Best Practices, pp. 29-30.

Housing is one of the most critical components of successful reentry. A study done with 177 Illinois residents found that supportive housing decreases the likelihood of jail and prison time by 87% and 100% respectively. See Appendix 5.
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

The CHA Reentry Pilot’s **125 endorsers** call upon CHA to respond to the needs of the community and undertake the Reentry Pilot as a means of housing deserving ex-offenders in HCV and Public Housing.
“We are grateful that you will join us in welcoming these deserving citizens back to their communities.”

– HUD Secretary Shaun Donovan, 2011

ENDOR SERS OF THE CHA REENTRY PILOT

Alderman Walter Burnett, 27th Ward
Alderman Howard B. Brookins Jr., 21st Ward
Alderman Rey Colón, 35th Ward
Alderman Jason Ervin, 28th Ward
Alderman Toni L. Foulkes, 15th Ward
Alderman Deborah Graham, 29th Ward
Alderman Roberto Maldonado, 26th Ward
Alderman Emma Mitts, 37th Ward
Alderman Joe Moreno, 1st Ward
Alderman Ricardo Muñoz, 22nd Ward
Alderman Ameya Pawar, 47th Ward
Alderman Roderick T. Sawyer, 6th Ward
Alderman Joann Thompson, 16th Ward
Alderman Scott Waguespack, 32nd Ward
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

(A Alderman Ed H. Smith, 28th Ward)

Cook County Commissioner Earlean Collins, 1st District

Cook County Commissioner Robert Steele, 2nd District

State Representative Ken Dunkin

State Representative LaShawn Ford

State Representative Connie Howard

State Representative Kimberly Lightford

State Senator Mattie Hunter

State Senator Patricia Van Pelt Watkins

U.S. Congressman Danny K. Davis, 7th Congressional District

(U.S. Congressman Jesse Jackson Jr., 2nd Congressional District)

A 100 Plus Men

Action Now

Albany Park Neighborhood Council

Arlene Jones - Columnist Austin Weekly News

Ashunti Residential Management Systems

Association for Child Development

Association House of Chicago

Austin CBC

BEHIV, Better Existence with HIV

Breakthrough Word Harvest Church

Brighter Behavior Choices Inc. NFP
“We are grateful that you will join us in welcoming these deserving citizens back to their communities.” – HUD Secretary Shaun Donovan, 2011

Career Advancement Network

The Cara Program

Connections for Abused Women and their Children (CAWC)

Centers for New Horizons

Chetwyn Rodgers Faith Memorial COGIC

Chicago Alliance Against Sexual Exploitation

Chicago Alliance to End Homelessness

Chicago Legal Advocacy for Incarcerated Mothers

Chicago Streetwise

Christian Community Health Center

C.L.I.C.K. Services, NFP

Cook County Sherriff’s Department of Women’s Justice Services

Commission for Community

Community Renewal Society

Community Service Advisory Council (CSAC)

Covenant United Church of Christ (Prison Ministry)

Deborah’s Place

Developing Justice Coalition

DOOR Chicago

ENLACE Chicago

Faith Community of St. Sabina, Rev. Dr. Michael Louis Pfleger

Faith Incorporated
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

Family Rescue Inc.

Fourth Presbyterian Church of Chicago

Garfield Counseling Center

Grassroots Collaborative

Hispanic Housing Development Corporation

Housing Opportunities for Women

Howard Area Community Employment Resource Center

Humboldt Park Social Services

Illinois Coalition for Immigrant and Refugee Rights

Illinois Department of Corrections

Illinois Institute for Community Law

Inner City Muslim Action Network

Inspiration Corporation

Interfaith Housing Center of the Northern Suburbs

The Inner Voice, INC

Kenwood Oakland Community Organization

Koan Enterprises

La Casa Norte

The L.E.A.P. Organization

Legal Assistance Foundation

Leslie’s Place

Life Institute
“We are grateful that you will join us in welcoming these deserving citizens back to their communities.”
– HUD Secretary Shaun Donovan, 2011

A Little Bit of Heaven
Mansfield Institute
Matthew House, Inc.
Mental Health Court Association of Illinois
Metropolitan Tenants Organization
Metropolis 2020
Mt. Pilgrim Baptist Church
Mujeres Latinas en Acción
North Side Housing and Supportive Services
Organization of the North East
Protestants for the Common Good
Project Irene
Rainbow Push Coalition
Respond Now
RITAS Ministry--Restoring Inmates To America's Society
Roosevelt University – Life Skills Re-entry Program
Safer Foundation
A Safe Haven
A Safe Haven Foundation/CCIL
Service Employee International Union
Shut-Up Ministries
St. Leonard’s Ministries
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

St. Luke’s Missionary Baptist Church
Supportive Housing Providers Association
Target Area Development Corporation
Treatment Alternatives for Safe Communities
True Way of Life World Ministry
Sisters of the Hood
Southsiders Organized for Unity and Liberation
Southwest Organizing Project
Southwest Youth Collaborative
Supportive Housing Providers Association
Uptown People’s Law Center
Walk By Faith to Freedom Ministry, Inc.
Warcore
Westside Health Authority
Westside Ministers Coalition
Women of Power Alumni Association
Women’s Re-Entry/ Look Up and Hope Program, Volunteers of America
XFFH Job Placement, Inc
You Can Make It Shelter II

LETTERS OF SUPPORT
FROM CHICAGO ALDERMEN
On pages to follow
June 17, 2013

Mr. Charles Woodyard  
C.E.O.  
Chicago Housing Authority  
60 East Van Buren  
Chicago, Il 60605  

Dear Mr. Woodyard,

I write in support of the CHA Reentry Pilot, crafted in partnership with the Chicago Coalition for the Homeless’ Reentry Committee. This pilot gives deserving men and women who have truly turned their lives around a chance to access subsidized housing.

This program will achieve an important goal for many of our residents, but it will require strong leadership from the Chicago Housing Authority. All parties involved in the implementation of this program must be truly committed to working in partnership with the community to achieve housing for low-income residents without destabilizing neighborhoods. Many aspects of the Re-entry Pilot such as the piece that allows individuals to move back in with their families can greatly assist someone in the transition back to being a productive member of society if it is accompanied by adequate support and oversight.

Many of our community’s men and women face housing barriers due to their criminal backgrounds. The safety of my community depends upon these individuals being able to access housing, jobs, and the other opportunities that will allow them to continue to rebuild their lives. The CHA Reentry Pilot allows individuals who have changed their lives just this chance, and I again urge you to implement it with your staff.

Respectfully,

The Honorable Roderick T. Sawyer  
Alderman, 6th Ward
May 29, 2013

Charles Woodyard, CEO
Chicago Housing Authority
70 East Van Buren Ave.
Chicago, IL 60605

Dear Mr. Charles Woodyard,

It is my pleasure to write to you in support of the CHA Reentry Pilot, crafted in partnership with the Chicago Coalition for the Homeless’ Reentry Committee. This pilot gives deserving men and women who have truly turned their lives around a chance to access subsidized housing.

We look forward to seeing that you are a different kind of leader at CHA – one who is truly committed to working in partnership with the community to achieve housing for low-income residents.

I ask that you and your staff support the Reentry Pilot, particularly the piece that allows individuals to move back in with their families. I am willing to speak with my colleagues in order to garner their support for the Pilot and for future work done to benefit returning citizens.

Many of our community’s men and women face housing barriers due to their criminal backgrounds. The safety of my community depends upon these individuals being able to access housing, jobs, and the other opportunities that will allow them to continue to rebuild their lives. The CHA Reentry Pilot allows individuals who have changed their lives just this chance, and I again urge you to implement it with your staff.

Respectfully,

Alderman Toni L. Foulkes
15th Ward
May 29, 2013

Mr. Charles Woodyard  
C.E.O., Chicago Housing Authority  
60 E. Van Buren  
Chicago, IL 60605

Dear Mr. Woodyard:

It is my pleasure to write to you in endorsement of the CHA Reentry Pilot, crafted in partnership with the Chicago Coalition for the Homeless’ Reentry Committee. This pilot gives deserving men and women who have truly turned their lives around a chance to access subsidized housing.

We look forward to seeing that you are a different kind of leader at CHA – one who is truly committed to working in partnership with the community to achieve housing for low-income residents.

I urge you and your staff to implement the Reentry Pilot, particularly the piece that allows individuals to move back in with their families. I am willing to speak with my colleagues in order to garner their support for the Pilot and for future work done to benefit returning citizens.

The safety of my community depends upon these individuals being able to access housing, jobs, and the other opportunities that will allow them to continue to rebuild their lives.

Sincerely,

Jason C. Ervin  
Alderman - 28th Ward

"Moving the 28th Ward to the Next Level"
May 17, 2013

Dear Mr. Charles Woodyard, C.E.O., Chicago Housing Authority,

It is my pleasure to write to you in endorsement of the CHA Reentry Pilot, crafted in partnership with the Chicago Coalition for the Homeless’ Reentry Committee. This pilot gives deserving men and women who have truly turned their lives around a chance to access subsidized housing.

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Sincerely,

Proco Joe Moreno
Alderman, 1st Ward
May 29, 2013

Mr. Charles Woodyard,
C.E.O., Chicago Housing Authority

It is my pleasure to write to you in endorsement of the CHA Reentry Pilot, crafted in partnership with the Chicago Coalition for the Homeless’ Reentry Committee. This pilot gives deserving men and women who have truly turned their lives around a chance to access subsidized housing.

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Many of our community’s men and women face housing barriers due to their criminal backgrounds. The safety of my community depends upon these individuals being able to access housing, jobs, and the other opportunities that will allow them to continue to rebuild their lives. The CHA Reentry Pilot allows individuals who have changed their lives just this chance, and I again urge you to implement it with your staff.

Sincerely,

Ricardo Muñoz
Alderman, 22nd Ward
May 14, 2013

Charles Woodyard
C.E.O
Chicago Housing Authority
60 E. Van Buren
Chicago, IL 60605

Dear C.E.O Woodyard,

It is my pleasure to endorse the CHA Reentry Pilot, crafted in partnership with the Chicago Coalition for the Homeless’ Reentry Committee. Many of our community’s men and women face housing barriers due to their criminal backgrounds. Those that have successfully demonstrated a positive turn-around in their lives deserve the opportunity to access subsidized housing.

I know you are a leader who is committed to providing quality housing for low-income residents. By piloting this Reentry program, you and your staff will make it possible for individuals in need to reunite with families, secure meaningful employment and an opportunity to rebuild their lives. I am willing to speak with my colleagues in order to garner their support for the Pilot and for future work done to benefit returning citizens.

People who have changed their lives for the better are worthy of a second chance.

The safety and security of the community are enhanced when individuals are constructively mainstreamed into society. I urge you to give the CHA Reentry Pilot your most favorable consideration.

Respectfully,

Rey Colón
Alderman, 35th Ward
June 5, 2013

Mr. Charles Woodyard
C.E.O.
Chicago Housing Authority
60 East Van Buren
Chicago, IL 60605

Dear Mr. Woodyard:

Please accept this letter as my endorsement of the CHA Reentry Pilot, crafted in partnership with the Chicago Coalition for the Homeless’ Reentry Committee. This pilot gives deserving men and women who have truly turned their lives around a chance to access subsidized housing.

Many of my fellow legislators and I urge you to implement the Reentry Pilot, particularly the piece that allows individuals to move back in with their families. I am willing to speak with more of my fellow aldermen in order to garner their support for the Pilot and for future work done to benefit returning citizens.

Many of our community's men and women face housing barriers due to their criminal backgrounds. The safety of my community depends upon these individuals being able to access housing, jobs, and the other opportunities that will allow them to continue to rebuild their lives. The CHA Reentry Pilot allows individuals who have changed their lives just this chance. Thank you in advance for your consideration of the pilot program.

Respectfully,

Scott Waguespack
Alderman
June 18, 2013

Charles Woodyard
C.E.O., Chicago Housing Authority

Dear Mr. Woodyard,

It is my pleasure to write to you in endorsement of the CHA Reentry Pilot, crafted in partnership with the Chicago Coalition for the Homeless’ Reentry Committee. This pilot gives deserving men and women who have truly turned their lives around a chance to access subsidized housing.

We look forward to seeing that you are a different kind of leader at CHA – one who is truly committed to working in partnership with the community to achieve housing for low-income residents.

I urge you and your staff to implement the Reentry Pilot, particularly the piece that allows individuals to move back in with their families. I am willing to speak with my colleagues in order to garner their support for the Pilot and for future work done to benefit returning citizens.

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Respectfully,

Ameya Pawar
Alderman, 47th Ward
"We are grateful that you will join us in welcoming these deserving citizens back to their communities."

– HUD Secretary Shaun Donovan, 2011

**REENTRY PILOT OVERVIEW**

The CHA Reentry Pilot was created through a collaborative effort between the Chicago Coalition for the Homeless (CCH) Reentry Committee and the Chicago Housing Authority (CHA).

The purpose of this pilot program is to explore a mechanism through which ex-offenders who have **truly turned their lives around** can be housed through CHA’s Housing Choice Voucher (HCV) and Public Housing programs.

The CHA Reentry Pilot is an opportunity for CHA to respond proactively to a critical need within Chicago’s communities – to bring ex-offenders out of the shadows and allow them to become productive members of our society.

**SUMMARY**

The CHA Reentry Pilot is implemented through a partnership between CHA and 3 key reentry service providers with over 100 years combined experience providing services to ex-offenders in Chicago. Program participants in these providers’ programs attempt a rigorous curriculum that includes job skills, education, life skills and counseling. The recidivism rates among returning citizens who complete a reentry program is significantly reduced; in the case of St. Leonard’s Ministries, from 50% of all Illinois ex-offenders to 23% of St. Leonard’s participants.

The CHA Reentry Pilot service providers will award their outstanding program participants with a CHA Reentry Certificate, based upon these participants’ excellent efforts at completing their reentry programming. CHA will use the Reentry Certificate to demonstrate mitigation of a CHA applicant’s prior background, with the exception of the Department of Housing and Urban Development’s (HUD’s) mandatory criminal background exclusions. *(See Appendix 6)*

The following strategic considerations are detailed later in this proposal *(See Strategic Importance, pp. 21-23)*

- The CHA Reentry Pilot will support the **CHA Plan Forward** (CHA, 2013) by establishing a new collaboration between CHA and key reentry service providers; organizations with excellent reputations that have over 100 years combined experience serving ex-offenders.

- The CHA Reentry Pilot will align CHA with local and national initiatives to decrease reentry barriers for ex-offenders, including **Mayor Emanuel’s Plan 2.0 to End Homelessness** *(See Appendix 2)* and HUD Secretary Donovan’s call for PHAs to unite returning citizens with their families living in federally subsidized housing *(See Appendix 1)*.

- The CHA Reentry Pilot has the potential to create **new financial and other opportunities** by establishing CHA as an innovator in the area of reentry. Foundations are looking to fund work on this issue.
The CHA Reentry Pilot will **reduce recidivism and make CHA’s residences, and Chicago communities on the whole, safer.**

The CHA Reentry Pilot will fulfill the hopes of 125 endorsing organizations and elected officials, including 14 Chicago Aldermen as of June 20, 2013.

**SCOPE OF THE CHA REENTRY PILOT:** 30-50 households in 2 years

**GROUPS TO BE AFFECTED BY THE CHA REENTRY PILOT**

1. **Individuals on the HCV and/or Public Housing waiting lists who have an offense that occurred within the past 5 years or were released from prison within the past 5 years (if applicable), except in case of offenses excluded by HUD.**

Under current CHA policy, individuals whose offense occurred or were released from prison (if applicable) within the past 5 years would be denied housing *(See Appendix 6).* Under the Reentry Pilot, experienced reentry service providers painstakingly select individuals who they believe will be successful in an HCV setting. They award the Reentry Certificate to these individuals, who may then use the Certificate as evidence of mitigation of prior history at their CHA intake hearing. Providers will continue follow-up services as necessary for a minimum of one year to Reentry Certificate holders once they obtain housing through CHA.

2. **Individuals who have a family member living in HCV or Public Housing, when both parties wish for the individual to become part of the household.**

Under the CHA Reentry Pilot, individuals who are awarded a Reentry Certificate by one of the three reentry service providers will be able to be added on to the household of a family member currently housed in Public Housing or under HCV. Both the Public Housing tenant/Voucher holder and the Reentry Certificate holder must agree to have the certificate holder become part of the household.
HOW REENTRY SERVICE PROVIDERS WILL ASSESS PARTICIPANT SUITABILITY FOR A REENTRY CERTIFICATE

Service providers will assess their program participants in the following areas for suitability to receive a Reentry Certificate. Only their best program participants will be awarded a Reentry Certificate.

1) TRACK RECORD OF SUCCESSFUL REENTRY BEFORE RELEASE FROM PRISON
   • No history of discipline
   • Prison work assignment
   • Academic program participation (A.B.E./ G.E.D./ College Credit)
   • Vocational training
   • Treatment participation (mental health treatment, substance abuse treatment)

2) COMMITMENT TO COMPLETION OF REENTRY PROGRAM
   • Development of job skills
   • Development of life skills
   • Establishing personal certification (ID, social security card, birth certificate)
   • Support groups (Alcoholics Anon, Narcotics Anon)
   • Mentoring

3) SURROUNDED BY AFTERCARE SERVICES
   • Continuation of programs/ services initiated
   • Family reunification
   • Community supervision compliance
   • Community forum participation (reentry summits; expungement summits)

4) RELIABLE SUPPORT NETWORK
   • Family support
   • Mentoring / sponsorship
   • Volunteer/ academic
   • Faith-based
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

REENTRY PROVIDER PROCESS FOR AWARDING REENTRY CERTIFICATES

Figure 1 on the following page depicts the process that a Reentry Pilot service provider will use in awarding one of their participants a Reentry Certificate.

The boxes outlined in purple apply both to individuals coming off a CHA waitlist and to those moving in with family who already reside in CHA housing or under HCV.
Key components of this track are:
• All participants in the CHA Reentry Pilot will have completed at minimum 6 months of reentry service programming.
• A program participant will be asked by appropriate staff at a CHA Reentry Pilot service provider organization if they are on a CHA waitlist only after that person has demonstrated that they are strongly committed to their reentry process and have shown excellence in their reentry programming.
• During the intake meeting at CHA, providers, family members (if applicable) and the Reentry Certificate awardee will be present.

The boxes in red apply to a Reentry Certificate awardee who is on a CHA Waitlist.
• The service provider and Reentry Certificate awardee will remain in contact while the awardee waits to be called from a CHA waitlist. The provider may revoke the Reentry Certificate at any time during this wait period.

The boxes in blue describe the process for an individual who has family living in CHA.
Key components of this track are:
• The reentry service provider and Reentry Certificate awardee must determine if the participant moving in with their family will be the best living situation for them as they continue with their reentry path.
• The receiving family has the discretion to agree or decline to accept the Reentry Certificate awardee as an additional member of their household.
• If applicable, the family will procure consent from their landlord to have the Reentry Certificate awardee added on to the lease.

FOLLOW-UP SERVICES

The Pilot Reentry Pilot service providers will provide follow-up services to their clients living in CHA housing or with a HCV voucher. These services include: monthly calls and/or meetings (may be more frequent if appropriate), job retention services and housing retention services. The reentry service providers are committed to ensuring the success of participants in the CHA Reentry Pilot.
**Provider Referral to CHA Flowchart**

**Step 1:** Participant enters social service agency, goes through intake process.

**Step 2:** Participant goes through programming at each agency.
- St. Leonard’s Ministries: Min. 6 months / Max 3 years of programming
- Safer Foundation: Min 1 year / Max 2 years
- Lutheran Social Services of Illinois: Min 1 year / Max 2 years

**Step 3:** When it becomes clear that the participant is exceptionally committed to their reentry process, they are asked if they are on a CHA waitlist or if they have family living in CHA housing.

**Step 4:** If the participant is on a CHA waitlist or has family in CHA, and the provider determines that the participant meets all criteria for the CHA Reentry Certificate, the provider awards the participant their Certificate.

**Step 5:** If participant has family in CHA, service provider asks participant if moving in with their family would be an ideal living situation for them.

**Step 6:** If participant is in agreement, service provider and participant meet with the participant’s family members to determine if reunification would be a positive, appropriate fit for the family.

**Step 7:** Service provider, participant and participant’s family meet with landlord for approval. If this landlord does not approve, a new landlord must be identified.

**Step 8:** Service provider contacts CHA.

**Step 9:** CHA conducts intake meeting with providers, family, participant.

**Step 10:** Service provider continues follow-up services with participant once they are living in CHA housing. Type of services and length of follow-up period will be determined by the participant and provider by mutual agreement.

**CHICAGO COALITION FOR THE HOMELESS**
PILOT BUDGET CONSIDERATIONS

The CHA Reentry Pilot will incur minimal costs to CHA, and will create in-kind benefits for CHA.

CHA Reentry Pilot service providers will provide services to program participants at no cost to CHA. These costs are already covered by existing funding streams as part of regular programming at the service agencies. **CHA will thus receive approximately $3,500 – 10,060 per pilot participant in in-kind benefits, with a potential total in-kind benefit to CHA of $175,000 - 503,000 dollars.**

In cases where Reentry Certificate holders wish to be added on to an existing Public Housing or HCV household, families may be referred to the CHA Mobility Program and sent to Opportunity Areas, thus supporting existing CHA programs.

ADMINISTRATIVE CHANGES REQUIRED

CHA is required to change its Administrative Plan and ACOP in order to allow adults to be added on to an existing lease.

CHA will determine the appropriate approach to take in the event that when a Reentry Certificate holder moves in with an existing CHA household, that household becomes too large under household size regulations. One solution proposed by CHA staff is to connect the CHA Reentry Pilot to Opportunity Areas through the CHA Mobility Program.

TIMELINE

- **June 21, 2013** – Members of the CHA Reentry Pilot Working Group present Reentry Pilot Business Case & Proposal to Mr. Charles Woodyard, C.E.O.
- **July-October, 2013** – CCH Reentry Committee and CHA vet CHA Reentry Pilot with constituency groups, open the CHA Reentry Pilot to public comment.
- **October, 2013** – CHA submits any necessary Administrative Plan and ACOP changes to HUD.
- **October 2013-January 2014** – Service providers award Reentry Certificates to their outstanding program participants.
- **January 2014-March 2014** – Once HUD approves administrative changes, CHA conducts intake interviews with Reentry Certificate holders. From this time forward, CHA continues intake process with households who present a Reentry Certificate until 20 households are housed.
- **January-June, 2014** – The first Reentry Pilot Households are housed in HCV and Public Housing.
- **June, 2014** – CHA and Chicago Coalition for the Homeless (CCH) Reentry Committee meet for biannual review of the Pilot. **The CHA Reentry Pilot Working Group may be convened more frequently in order to address any programmatic matters relating to the Pilot.**
- **December, 2014** – CHA and CCH Reentry Committee meet for biannual review of the Pilot.
- **June, 2015** – CHA and CCH Reentry Committee meet for biannual review of the Pilot.
- **January, 2016** – CHA and CCH Reentry Committee meet for final review and determine whether Pilot will be adopted as a permanent policy of CHA.
STRATEGIC IMPORTANCE OF THE REENTRY PILOT

- The CHA Reentry Pilot will support the CHA Plan Forward (CHA, 2013) by establishing a new collaboration between CHA and key reentry service providers; organizations with excellent reputations that have over 100 years combined experience serving ex-offenders.

Goal 3 of the CHA Plan Forward emphasizes the importance of services and commits CHA to provide more targeted services to its residents in the areas of jobs and education. CHA Reentry Pilot service providers will provide these services to Pilot participants at no cost to CHA.

- The CHA Reentry Pilot will align CHA with local and national initiatives to decrease reentry barriers for ex-offenders, including Mayor Emanuel’s Plan 2.0 to End Homelessness (See Appendix 2) and HUD Secretary Donovan’s call for PHAs to unite returning citizens with their families living in federally subsidized housing (Appendix 1).

In August 2012, Mayor Emanuel released Chicago’s Plan 2.0 to end homelessness. The Plan specifically identifies ex-offenders as a target population through multiple strategic long-term and ongoing action items (See Appendix 2). One of these action items calls upon CHA:

“Work with the CHA to develop new ways of serving persons with criminal backgrounds, including through the Property Rental Assistance program.” (Chicago Alliance to End Homelessness, 2012. P. 21.)

In 2011, Department of Housing and Urban Development (HUD) Secretary Shaun Donovan released two memos to all PHAs, stating that HUD “encourages you to allow ex-offenders to rejoin their families in the Public Housing or Housing Choice Voucher programs, when appropriate.” (Donovan, 2011) Secretary Donovan specifically urges PHAs to consider an individual ex-offender’s evidence of rehabilitation in making their decision, which is the core of the CHA Reentry Pilot.

- The CHA Reentry Pilot has the potential to create new financial and other opportunities by establishing CHA as an innovator in the area of reentry. Foundations are looking to fund work on this issue.

- The CHA Reentry Pilot will reduce recidivism and make CHA’s residences, and Chicago communities on the whole, safer.

Stable housing is the building block of individual lives and of whole communities. The CHA Reentry Pilot will give a small number of highly qualified, deserving and supported returning citizens an opportunity to avoid homelessness and recidivism by accessing housing through CHA.

The likelihood of recidivism is significantly decreased when a returning citizen has stable housing. Unfortunately, 75% of West and South Side parolees surveyed by CCH in 2012 indicated that they are homeless or unstably housed. See Appendix 4.
Service provider involvement greatly decreases recidivism. For example, the recidivism rate among all returning citizens in Illinois is 50%; among participants at St. Leonard’s Ministries, that rate is reduced to 23%. CHA Reentry Pilot participants will be the best participants in these programs, and the recidivism rate among these participants is likely to be none (see Potential Challenges and Concerns, below).

- **The CHA Reentry Pilot will fulfill the hopes of 125 endorsing organizations and elected officials, including 14 Chicago Aldermen as of June 21, 2013.**

The Chicago Coalition for the Homeless is a non-profit agency with very high visibility in Chicago. Other organizations, the media, and the public look to us to set popular opinion on matters concerning homelessness in the City.

Several Chicago Aldermen represent wards that have both Public Housing developments and among the highest numbers of returning citizens to their ward annually (See Appendix 3). These Aldermen have signed on to endorse the Pilot program because they know that with housing opportunities and greater support, ex-offenders returning to their wards can become productive community members and good neighbors.

Aldermen that represent areas of Chicago that CHA has designated “Opportunity Areas” have also signed on in support of the CHA Reentry Pilot.

Reentry Pilot endorsers are updated regularly on the progress of the Pilot. A number of the endorsers are organizations that have traditionally seen CHA as unresponsive to community needs. We hope that the CHA Reentry Pilot will improve their relationship with CHA and demonstrate to them that CHA is an agency that will collaborate with community groups on important issues.

**POTENTIAL CHALLENGES AND CONCERNS**

- **Overcoming negative perceptions of the uninformed public.**

The Chicago Coalition for the Homeless will partner with CHA in mitigating the risk of public resistance to the CHA Reentry Pilot. Among the measures CCH is willing to undertake: press conferences and cultivating positive media, highlighting reentry success stories; using our relationships in City Hall and in the Illinois Legislature to hold town hall meetings on the CHA Reentry Pilot; using our endorsers network of over 100 community organizations to educate the public on the CHA Reentry Pilot.

- **Gaining support from City Hall.**

The CHA Reentry Pilot has substantial aldermanic support. Several aldermen have expressed their commitment to passing resolutions and/or ordinances that will support the CHA Reentry Pilot and its cause of reducing reentry barriers to returning citizens.

- **Ensuring the success of CHA Reentry Pilot participants.**
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

CHA Reentry Pilot participants are exceptionally qualified individuals who enjoy immense support from reentry service providers. The likelihood of their non-completion of the CHA Reentry Pilot is mitigated by continued wraparound services provided by reentry service providers after Reentry Certificate awardees are placed in CHA housing, and by the fact that these individuals have stellar track records of success in their reentry efforts as determined by the reentry service providers.

Reentry Certificate awardees will make outstanding CHA tenants. The three Pilot reentry service providers, who are among the most respected and well known in the region, are staking their reputations on these individuals.
PROFILES OF PARTICIPATING REENTRY SERVICE PROVIDERS

Three key Chicago reentry service providers have come together to develop this certificate program. St. Leonard’s Ministries, Safer Foundation and Lutheran Social Services of Illinois together have over 100 years of experience working with the ex-offender population.

These agencies provide intensive rehabilitation and supportive services to individuals reentering society after incarceration or after a felony conviction. Their programs focus on education and vocational training, mental health services, job skills, life skills, housing counseling and family reunification. Participation in a reentry program can reduce an individual’s likelihood of recidivism by 30%. Pilot reentry providers believe that the recidivism likelihood will be reduced to virtually zero for Reentry Certificate holders, as they are the most outstanding participants in their programs.

All three reentry service providers agree that obtaining housing is one of the most crucial elements to their participants being able to reenter successfully post-program completion. This is why they have put many hours into crafting this Pilot, and have agreed to provide at minimum one year of follow-up services to CHA Reentry Pilot participants.

ST. LEONARD’S MINISTRIES

Founded in 1954, St. Leonard’s Ministries provides comprehensive residential, case management, and employment services for those released from prison without resources needed to rebuild their lives. Recidivism rates for former residents are impressive — only 23%, while the Illinois state average exceeds 50%.

Believing individuals want to lead productive and whole lives, St. Leonard’s Ministries provides a setting in which men and women recently released from prison can achieve such a life.

SERVICES:

• Three housing programs serving approximately 250 participants each year
• The Michael Barlow Center, an educational and vocational center, serving over 300 participants each year
  o Employment preparation programs
  o Education (Literacy, tutoring, GED, High School Diploma, College courses), vocational training
  o Housing Placement Assistance (transitional and permanent)
  o Case management
  o Life Skills Programs
  o Spiritual Development
  o Medical health assessment and treatment
  o Mental health assessment and treatment
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

- Individual and group psychological counseling and group activities
- Substance Abuse Treatment
- Addiction Counseling & Relapse Prevention
- Connections to Community Supportive Services
- Education & Employment Services
- Social & Recreational Opportunities
- Language skills
- Advocacy training
- Parenting skills
- Workshops on Self Image, Self Esteem, Relationships, & Stress Management
- Support & Companionship through Mentoring Program
- Open Invitation for Ongoing Counseling & Support
- Service Work & Volunteer Opportunities

SAFER FOUNDATION

For more than 40 years, Safer Foundation’s mission has focused on reducing recidivism through a full spectrum of services by supporting the efforts of people with criminal records to become employed, law-abiding members of the community.

- Two adult transition centers serving approximately 1,300 clients per year.
  - Orientation, Intake, and Retention
  - Job Readiness
  - Supportive Services
  - Retention Services
  - Market Cultivation
  - Green Jobs Programs
  - PACE Institute
  - Youth Education Program
  - Project Safer Youth
  - Transition Centers
  - Case Management/ Assessments
  - Employment Services/Job Readiness/Retention
  - Cognitive-Based Programming
  - Basic Skills, GED
  - Substance Abuse Treatment
  - Mental Health Counseling/ Evaluations
  - Community Service
  - Life Skills
  - Family Support
  - Parenting Skills
We are grateful that you will join us in welcoming these deserving citizens back to their communities.

– HUD Secretary Shaun Donovan, 2011

- Off-Site Educational Programs
- Faith-Based & Community-Based Initiative
- Housing Initiative
- Addiction prevention and education
- Anger management counseling
- Family-inclusive case management
- Job-appropriate clothing and transportation
- Community-based mentoring and legal assistance

LUTHERAN SOCIAL SERVICES OF ILLINOIS

Lutheran Social Services of Illinois

Responding to the Gospel, Lutheran Social Services of Illinois brings healing, justice and wholeness to people and communities.

- Case management
- Anger management
- Individual counseling
- Group counseling
- Connections to local resources: Food pantries, job training, vocational/employment training programs, substance abuse treatment, mental health treatment, housing referrals
- Family Reunification Planning: 1 year to six months before a woman's release from prisons, LSSI begins working with the individual and her family to help facilitate a smooth transition back into her family, community and society. This done through conferences with family and the woman to develop a family reunification plan.
- Relatives As Parents Program (RAAP)-provided for caregivers while children are visiting their moms at Decatur and Logan prisons which is a "circle of support" that provides peer to peer support, holistic care, resources are provide during the sessions as well.
- Visits to Moms Program: Free transportation to children whose mothers are incarcerated. Free bus transportation is available to Decatur, Logan and Greenville correctional centers.
- Family Services: Family Services are available for women returning from prison to Chicago. Children's groups, family events, caregiver support, as well as family reunification services are available to qualified families at no cost.
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

REENTRY SUCCESS STORIES

LATRICE JOHNSON

Latrice Johnson
June 6, 2013

My name is Latrice Johnson and I am an alumna of St. Leonard’s Ministries/Grace House. St. Leonard’s Ministries is a program designed to assist with the entry of men back into society, and Grace House is the sister Program that provides entry for women. I was a resident of Grace House in 2005, and lived at Grace House for 5 months. Upon completing the program here at Grace House in March of 2006, I then moved into Sanctuary Place where I resided for 6yrs.

While living at Grace House I was given the chance to attend High School at the Michael Barlow Center, and as of May 6, 2006 I received my High School Diploma. Grace House has been so good to me and has allowed me to be good to myself as well. Grace House has helped to build my self-esteem, helped with schooling and training, as well as jobs in the past and the present. I’m currently employed at Grace House and have been since 2008.

Since being released in 2005 I haven’t been in any kind of trouble with the law and have been a productive part of society. Yet I’m still not able to obtain a lot of housing opportunities simply because I have a background. When is enough going to be enough? I’ve done the time, and haven’t been in any kind of trouble since being let out over 9 years ago. I’ve got excellent credit thanks to the help of different programs at Grace House. We learned the importance of finding out if you owe for utilities, school loans, etc. to take care of these things and I have.

I have a section 8 CHA number and I’m grateful, but at the same time it’s so hard whether you’re trying to get low income housing, or market rent housing with a background. This isn’t only for me, but for others that are like me who have been in jail and or prison who have turned their lives around and now want to better them by having stable housing. I’d like to pay it forward and help others as well. This one of my biggest goals for now, but believe me it’s not over. I’ve also been taught that when you complete the goals that you’ve set then it’s time to set new goals and accomplish them.

Thank you.
Latrice
MAURICE HAYES

To Whom it May Concern,

My name is Maurice Hayes. I am a former resident of St. Leonard’s house and a Current resident of St. Andrew’s Court through St. Leonard’s Ministries. I was released from the Illinois Department of Corrections on February 2, 2012 after serving a continuous term of 17.5 year. Needless to say, freedom has never been as freeing!

The journey that led to my incarceration is not unlike many of the men and women who find themself in or near prison, the place that I recently called home.

In prison, my transformation began. There, the art of thinking introduced itself to me and it was at that time I vowed not to return to my children and my community the same as I left. I educated myself. I took advantage of the education system IDOC provided by receiving a degree in business as well as electronic technology. I wrote and published 4 books. I started a company entitled SPIT With a Purpose (SPIT being an acronym for Social Problems Intellectually Translated). I found PURPOSE in prison, I found a reason to exist and with this new mentality I began preparing myself for the inevitable freedom that awaited me. In a place where society told me I would fail and become the status quo, I succeeded.

One of the biggest worries I stressed about as my released date approached was: where will I go? My relatives weren’t in a position to lend support on the scale that I needed so the fear of my parole being violated before my release for lack of a stable address caused many sleepless nights.

But thank GOD for St. Leonard’s. I don’t know where I would be had it not been for the support of St. Leonard’s House. One of the fundamental things that anyone needs is housing. Leaving prison to an uncertain place can cause a person to once again go into survival mode. This reality forces a person who otherwise would work his or her plan, to return to what they know. St. Leonard’s was pivotal in preventing that thought from ever arising for me. Now 15 months into my freedom I am in managerial training at my job which is at Epic Burger on Clark and Kinzie. I’ve also told my story for many colleges but, the most rewarding of all this was when I had the opportunity to speak to a bunch of young men who already found themselves institutionalized by DCFS.

So many people simply need help. It's not a hand out, it's help. I am one of those individuals like many other men and women who fell victim to bad decision making. I grew from the choices I made and learned from those all important lessons of life. I can now live modestly because I now realize that I am a HAVE even if I HAVE-NOT. My life is mine and I choose to live it one day, one triumph, one progressive step at a time.

Sincerely,
Maurice Hayes
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

CHARLES AUSTIN

June 18, 2013

My name is Charles Austin; I am a former resident/house manager of Ashunti R.M.S. (Adom House). I am also a formerly homeless, formerly incarcerated and formerly addicted person. Ashunti’s program is designed to assist persons transitioning from any of these life-hindering barriers to being productive members of our society, using a holistic as well as a recovery and supportive service approach.

After losing my job in 2006 due to the company closing, I found myself homeless. Finding employment has been difficult due a to twenty year-old drug conviction and a very nasty divorce with multiple arrest and convictions.

Having overcome all this to now be a twice Licensed and Ordained Minister, a founding member of the Reentry Committee at CCH, a member of their Speakers Bureau. Having spoken to thousands on homelessness and reentry issues. Speaking at universities such as Norte Dame, Loyola, DePaul, UIC, University of Chicago, multiple CPS schools, building core teams and teaching students to set up and complete meetings with elected officials and to lobby in our state capital.

I have been crime and drug-free for ten plus years and yet still face these extended sentences under the guise of housing and employment discrimination solely based on past criminal convictions. There are many more like me all we need is opportunity to continue and build upon the strong foundation we have already started.

In closing if the Chief Judge of the second largest criminal court in America can deem me as rehabilitated and issue me a Certificate of Good Conduct, no employer, landlord or housing authority should deny me access.

Sincerely,
Charles Austin
“We are grateful that you will join us in welcoming these deserving citizens back to their communities.”
– HUD Secretary Shaun Donovan, 2011

PUBLIC HOUSING REENTRY BEST PRACTICES
Authored by Jody Blaylock and the CCH Reentry Committee

1. Making individual determinations about an applicant’s eligibility and having different criteria for different crimes, can identify those who are qualified for public housing without compromising public safety.¹
   • Delaware State Housing Authority ²
     o Uses a Criminal Activity Matrix to determine admission for people with criminal backgrounds, which outlines different ineligibility periods for different types of convictions
       ▪ For example, a Class F, nonviolent conviction has a 1 year ineligibility period, while a Class B conviction has a 2 year ineligibility period.
     o Considers a range of factors in making admission decisions, including the level of violence, length of time since the conviction, and rehabilitation efforts

2. Collaboration with the City, Department of Corrections, and reentry service providers helps to ensure successful reentry outcomes.
   • Burlington Housing Authority (Vermont) ³, ⁴
     o The Offender Re-Entry Housing Program provides a set-aside of Housing Choice Vouchers for people with criminal records.
     o Burlington Housing Authority hired an Offender Re-Entry Housing Specialist. This person collaborates with the Parole Officer, the landlord, and treatment providers to ensure successful reentry into the community.
     o Organized a Regional Advisory Group, comprised of municipal officials, law enforcement professionals, corrections personnel, and service providers, to develop a plan to provide housing for people returning to the community.

3. Allowing an applicant with a criminal record to return to his or her family creates a support network for people at a vulnerable time and maximizes critical resources.¹
   • The Housing Authority of the City of Los Angeles (HACLA) ⁵
     o Their Pilot Re-Entry Program “is designed to allow ex-offenders leaving the criminal justice system to reunite with their families” who are receiving Housing Choice Vouchers (p. 3-16)
     o HACLA may waive the criminal background check requirements where permitted by HUD to establish admission criteria
     o Ex-offenders are required to participate in reentry supportive services provided by community-based organizations and/or public agencies

4. Minimizing periods of ineligibility for applicants with criminal records can reduce recidivism by getting people into housing quicker.
   • Seattle Housing Authority ⁶
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

- Only has a 12 month period of ineligibility for any applicant or family member that has been convicted and incarcerated for a Class A felony
- Housing Authority of Portland in Oregon¹
  - Uses a Criminal History Guidelines Matrix, which has different standards and procedures for different kinds of convictions
    - For instance, for a Category 1 crime, the applicant will be admitted to housing. For a Category 2 crime, the applicant will be asked to explain the criminal record for further consideration.

5. **Providing supportive services to participants with criminal records, with the assistance of the PHA, can ensure successful reentry into the community.**

- Housing Authority of Baltimore City⁴
  - Set aside 200 Housing Choice Vouchers for people with criminal records participating in the Ex-Offender Program, which links permanent housing with supportive services.
  - A service provider offers **supportive services for two years**, including housing search assistance, substance abuse treatment, and case management services
- Burlington Housing Authority (Vermont)⁵
  - The reentry program is located in the Resident Services Department, which enables the program to receive Resident Services funding
  - The housing authority participates in the provision of supportive services through the creation of a Housing Specialist position
- Move to Work grants can provide funding for supportive services

APPENDIX 1 ------------------------------------------------------------------------

Appendix 1 contains two letters from Secretary of Housing and Urban Development Shaun Donovan. In these letters the Secretary encourages Public Housing Authorities to implement policies that reunite families by allowing ex-offenders to be housed in HCV and Public Housing. The CHA Reentry Pilot responds to this call.
Dear PHA Executive Director:

Each year, more than half a million people are released from prisons in the United States, and an additional seven million are released from jails. Research shows that ex-offenders who do not find stable housing in the community are more likely to recidivate than those who do, yet people returning to their communities from prison often face significant barriers to obtaining housing. Studies have also found that the majority of people released from prison intend to return to their families, many of whom live in public or other subsidized housing.

The Department is engaged in several initiatives that seek a balance between allowing ex-offenders to reunite with families that live in HUD subsidized housing, and ensuring the safety of all residents of its programs. To that end, we would like to remind you of the discretion given to public housing agencies (PHAs) when considering housing people leaving the criminal justice system. The Department encourages you to allow ex-offenders to rejoin their families in the Public Housing or Housing Choice Voucher programs, when appropriate.

Within HUD statute and regulations, there are only two explicit bans on occupancy based on criminal activity. PHAs must establish a lifetime ban on admission to the Public Housing and Housing Choice Voucher programs for:

1. Individuals found to have manufactured or produced methamphetamine on the premises of federally assisted housing (24 CFR 960.204, 24 CFR 982.553); and
2. Sex offenders subject to a lifetime registration requirement under a State sex offender registration program (24 CFR 960.204, 24 CFR 982.553).

Additionally, PHAs must establish standards that prohibit admission if the PHA determines that any household member is currently engaged in illegal use of a drug, or the PHA has reasonable cause to believe that a household member’s illegal drug use, alcohol use, or pattern of drug or alcohol abuse may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents. PHAs must also prohibit admission of an applicant for 3 years from the date of eviction if a household member has been evicted from federally assisted housing for drug-related criminal activity. In this case, however, PHAs retain discretion to consider the circumstances and may admit households if the PHA determines that the evicted household member who engaged in drug-related criminal activity has successfully completed a supervised drug rehabilitation program, including those supervised by drug courts, or that the circumstances leading to eviction no longer exist (24 CFR 960.204, 24 CFR 966.4, 24 CFR 982.553).
Beyond these restrictions, PHAs have broad discretion to set admission and termination policies for the Public Housing and Housing Choice Voucher programs. When screening family behavior and suitability for tenancy, PHAs may consider all relevant information, including factors which indicate a reasonable probability of favorable future conduct. For example, evidence of rehabilitation and evidence of the applicant family’s participation in or willingness to participate in social services such as counseling programs should be taken into consideration by the PHA.

As President Obama recently made clear, this is an Administration that believes in the importance of second chances – that people who have paid their debt to society deserve the opportunity to become productive citizens and caring parents, to set the past aside and embrace the future. Part of that support means helping ex-offenders gain access to one of the most fundamental building blocks of a stable life – a place to live.

We are grateful that you will join us in welcoming these deserving citizens back to their communities.

 Shaun Donovan  
Secretary

 Sandra B. Henriquez  
Assistant Secretary for Public and Indian Housing
THE SECRETARY

Dear Owners and Agents:

Each year, more than half a million people are released from prisons in the United States, and an additional seven million are released from jails. Research shows that ex-offenders who do not find stable housing in the community are more likely to recidivate than those who do, yet people returning to their communities from prison often face significant barriers to obtaining housing. Studies have also found that the majority of people released from prison intend to return to their families, some of whom may live in assisted housing.

The Department is asking owners of HUD-assisted properties to seek a balance between allowing ex-offenders to reunite with families that live in HUD subsidized housing, and ensuring the safety of all residents of its programs. Accordingly, the Department encourages owners of HUD-assisted properties to develop policies and procedures that allow ex-offenders to rejoin the community to the extent that this balance can be maintained. When screening family behavior and suitability for tenancy, owners may consider all relevant information, including factors that indicate a reasonable probability of favorable future conduct; for example, evidence of rehabilitation and evidence of the applicant family’s participation in or willingness to participate in social services such as counseling programs. Discretion is, however, afforded to each owner.

Despite the discretion given to owners to set admission and termination policies for their properties, HUD statute and regulations require owners to prohibit admission to sex offenders subject to a lifetime registration requirement under a state government’s sex offender registration program (24 CFR 5.856). Additionally, owners must establish standards that prohibit admission if the owner determines that any household member is currently engaged in illegal use of a drug, or the owner has reasonable cause to believe that a household member’s illegal drug use, alcohol use, or pattern of drug or alcohol abuse may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents (24 CFR 5.854, 24 CFR 5.857).

Owners must also prohibit admission of an applicant for 3 years from the date of eviction if a household member has been evicted from federally assisted housing for drug-related criminal activity. In this case, however, owners retain discretion to consider the circumstances and may admit households if the owner determines that the evicted household member who engaged in drug-related criminal activity has successfully completed a supervised drug rehabilitation program, including those supervised by drug courts, or that the circumstances leading to eviction no longer exist (24 CFR 5.854).

As President Obama recently made clear, this is an Administration that believes in the importance of second chances – that people who have paid their debt to society deserve the opportunity to become productive citizens and caring parents, to set the past aside and embrace
the future. Part of that support means helping ex-offenders gain access to one of the most fundamental building blocks of a stable life – a place to live.

Thank you for your continued commitment to providing quality affordable rental housing.

Shaun Donovan  
Secretary

Carol J. Galante  
Acting Assistant Secretary for Housing - Federal Housing Commissioner
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

APPENDIX 2

Appendix 2 contains excerpts from the City of Chicago Plan 2.0 to end homelessness. These excerpts show that the city has identified the reentry population as a target population for the Plan. They state that as part of the plan, the City will explore ways to house ex-offenders through CHA.
GOAL

Create and maintain stable and affordable housing for households who are experiencing or at risk of homelessness.

OVERVIEW

A stable and affordable home for everyone is the vision of Plan 2.0. In order to realize this vision, a range of permanent housing options is needed for Chicagoans experiencing or at risk of homelessness. For many people, a short-term housing subsidy and stabilizing case management is all that is needed to regain stable housing. For people who are disabled and require additional time and supports, permanent supportive housing has proven to be a cost-efficient and effective intervention. For the rest who are struggling with high rents and low-paying jobs, subsidized, affordable housing will end their homelessness. We must invest in a range of permanent and affordable housing options in order to create strong families and strong neighborhoods.

KEY OBJECTIVES

- Increase the number of rapid rehousing units from 737 to 2,768 (2,031 units/275% increase) to meet projected need.16

- Increase the number of permanent supportive housing units from 6,842 to 8,814 (1,972 units/29% increase) to meet projected need.

- Harness funding from all levels of government to expand affordable housing options for extremely low-income households (households earning 15% or below of area median income) in order to meet the projected need of 3,515 units.

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16 See Appendix A for a thorough explanation of the projected need calculations.
SHORT TERM ACTION ITEMS

1. Increase rapid rehousing opportunities to enable non-disabled households with income to locate housing and exit homelessness quickly. Blend federal, city, and private resources to scale intervention up to the maximum number of households eligible.

2. Target new resources for short-term rental subsidies and housing-related case management toward homeless households living in emergency shelters and interim housing to reduce length of homelessness, increase placement rate into stable housing, and improve housing retention.

3. Develop a supportive housing initiative to combine city, federal, and private resources to strategically create a pipeline of new supportive housing.

4. Implement a central referral system for permanent supportive housing that prioritizes access by level of vulnerability and length of homelessness, and connects to the coordinated access system.

5. Work with the Chicago Housing Authority (CHA) to effectively assist people experiencing homelessness through the establishment of a special designation and prioritization on the CHA waiting list and/or utilization of a central referral system for its supportive housing portfolio.

6. Implement “Moving On” efforts to assist people in supportive housing to move on to affordable housing in the community when appropriate, freeing up the supportive housing unit for the next, most vulnerable community member.

LONG TERM/ONGOING ACTION ITEMS

7. Work with public and community partners, including the Chicago Department of Housing and Economic Development and the Illinois Housing Development Authority, to develop new affordable housing opportunities, including additional rent subsidies and preservation of affordable rental units.

8. Work with the CHA to develop new ways of serving persons with criminal backgrounds, including through the Property Rental Assistance program.

9. Improve access to permanent supportive housing for interim housing and emergency shelter clients including ex-offenders. Reduce documentation barriers and limit barriers to entry to solely reflect minimum requirements of funders.

10. Develop and implement a coordinated, citywide landlord outreach strategy to recruit new rental partners.

11. Create a citywide affordable housing initiative that transforms foreclosures into affordable housing, using a combination of federal and local funds.

12. Explore innovative solutions for increasing permanent housing options for ex-offenders, including landlord incentives and protections, and master leasing.

13. Explore successful community housing models, i.e. home sharing, host home programs, or roommate matching for low-income households and youth.
GOAL

Increase meaningful and sustainable employment opportunities for people experiencing or most at risk of homelessness.

OVERVIEW

For many non-disabled people, finding living wage employment is an essential part of moving on from homelessness – and usually one of the biggest challenges. In 2011, only 24% of households were employed at exit from the homeless assistance system. In the evaluation of Chicago’s first Plan, employment services were cited as one of the resources in greatest demand but shortest supply. To make significant progress on this issue, the homeless assistance and employment systems will need to cooperate as they have never done before. We must expand the capacity and flexibility of the workforce development system to better meet the needs of people experiencing homelessness; to better equip homeless providers with tools to assess and connect clients for whom employment is appropriate to the most suitable resources; and to develop innovative approaches to creating career opportunities for the most vulnerable Chicagoans.

KEY OBJECTIVE

- Increase the number of households employed at exit.
SHORT TERM ACTION ITEMS

1. Conduct an assessment of the current workforce system in Chicago and Cook County to determine the most effective strategies for connecting people experiencing homelessness to employment opportunities.

2. Improve data collection on the employment needs and outcomes of people experiencing homelessness in order to set targets for the increase in number of households employed at exit.

3. Build and strengthen connections with the existing workforce system to create more pathways to employment for people experiencing homelessness, including more intentional partnerships between workforce programs, emergency shelters, and interim housing programs to provide income-building opportunities for participants.

4. Work closely with the new Chicago Cook Workforce Partnership to ensure federal workforce resources and job training opportunities are made available to people experiencing homelessness.

5. Develop and implement a standard employment readiness assessment that is consistent with the workforce system and leads to appropriate linkages with employment services.

6. Increase resources within homeless programs to conduct employment readiness assessments, link to appropriate services, and provide job retention case management.

LONG TERM/ONGOING ACTION ITEMS

7. Expand programming to engage long-term unemployed homeless people in building personal work history and meeting basic financial needs.

8. Expand employment and housing opportunities for ex-offenders by increasing clemency and expungement legal services and advocating to ban employment discrimination based on criminal history.

9. Create career opportunities for consumers within supportive and affordable housing developments, including expanded use of the Property Management Curriculum at the City Colleges of Chicago and within new housing initiatives focused on rehabilitating foreclosed properties.

10. Prioritize more employment opportunities for youth including seasonal, full-time, and part-time jobs. Explore hiring peer mentors for homeless youth at schools and service agencies.

11. Ensure basic financial literacy and credit- and asset-building services are provided to all households within the homeless assistance system.

12. Explore entrepreneurial innovations such as micro-lending programs for individuals who are homeless or have had past experiences of homelessness.
GOAL

Work across public and private systems of care to ensure ending homelessness is a shared priority.

OVERVIEW

The people at the heart of Plan 2.0 are much more than a label of “homeless.” They are families, learners, survivors, and job seekers. Sometimes they are ill, sometimes they are in recovery, and sometimes they are building a new life after incarceration. Each person is unique and each person touches multiple systems of care in our community beyond the homeless assistance system. To truly meet our goals, we must work more creatively and more efficiently across systems of care to ensure everyone – regardless of their situation – has a home. Successful cross-systems integration will lead to lasting change by improving access to comprehensive services and continuity of care, by reducing duplication and inefficiency, and by establishing greater accountability for meeting our shared goals.

KEY OBJECTIVES

- Foster sustained, high-level coordination among government agencies on the issue of ending homelessness by establishing a Chicago Interagency Council on Homelessness by the end of 2013.

- Ensure rapid assessment and connection to mainstream resources for all households experiencing or at risk of homelessness.
SHORT TERM ACTION ITEMS

1. Design and implement the Chicago Interagency Council on Homelessness. Secure commitments from key stakeholder agencies to actively participate in the Council. Through this process, work to ensure that the planning processes and priorities of key stakeholder agencies are aligned so that the needs of people experiencing or at risk of homelessness are addressed.

2. Dedicate Plan 2.0 staff to cross-systems integration in order to provide consistent direction across government agencies and partners and to ensure shared accountability.

3. Increase resources for the SSI Outreach, Access, and Recovery (SOAR) program to increase the number of people with serious mental illness experiencing homelessness who are able to access Social Security disability benefits and Medicaid.

4. Explore all opportunities under implementation of the Affordable Care Act to provide comprehensive physical and behavioral health care to people experiencing homelessness, including care coordination with housing and services.

LONG TERM/ONGOING ACTION ITEMS

5. Increase collaboration with the U.S. Department of Veterans Affairs and the Jesse Brown VA Medical Center through integrated homeless outreach and improved access to veteran-specific homeless programs.

6. Partner with the Illinois Department of Corrections to implement homeless prevention and rapid rehousing programs in order to prevent homelessness upon discharge and recidivism.

7. Increase access to public assistance programs (including Temporary Assistance for Needy Families, Supplemental Nutrition Assistance Program, and child care assistance) by connecting households to benefit applications at the point of access and by providing referrals to legal advocacy services in order to appeal if necessary.

8. Provide comprehensive services and innovative programming to homeless students and their families via their connection to Chicago Public Schools and the Students in Temporary Living Situations (STLS) program. Work with STLS staff, homeless service providers, and other systems of care to provide access to housing opportunities, mobile case management, early intervention services, and/or on-site childcare for parenting youth.

9. Increase the accessibility and affordability of public transportation for people experiencing homelessness.

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17 Stakeholder agencies may include: Chicago Housing Authority; Chicago Public Schools; City Colleges of Chicago; Chicago Department of Housing and Economic Development; Chicago Department of Family and Support Services; Chicago Department of Public Health; Chicago Transit Authority; Chicago Planning Council on Homelessness; Illinois Housing Development Authority; Illinois Department of Corrections; Illinois Department of Juvenile Justice; Illinois Department of Children and Family Services; Divisions of Family and Community Services, Mental Health, and Alcohol and Substance Abuse within the Illinois Department of Human Services; Illinois Department of Healthcare and Family Services; U.S. Department of Veterans Affairs; and Early Intervention and Early Childhood Systems.
“We are grateful that you will join us in welcoming these deserving citizens back to their communities.”
– HUD Secretary Shaun Donovan, 2011

APPENDIX 3

Appendix 3 shows the relationship between reentry and public housing by overlaying information about the location of mixed-income and family public housing developments and the number of returning citizens coming back to different areas of Chicago each year. Many Wards that have public housing developments also experience a high number of returning citizens coming back to the area each year.
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**BOLD = Family Properties**

**Highlighted = highest number of returning citizens**

**Regular = Mixed Income**
“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.”  Mayor Emanuel, 2013

APPENDIX 4

Results from a Chicago Coalition for the Homeless (2012) housing survey of West- and Southside IDOC Parolees. Significant findings show that most parolees returning to Chicago from prison are homeless or unstably housed, and a portion of them would be eligible for HCV and Public Housing under the CHA Reentry Pilot.

SECTION 8 HOUSING SURVEY for INDIVIDUALS WITH CRIMINAL BACKGROUNDS

155 surveys were collected from West- and Southside parolees attending the Illinois Department of Corrections (IDOC) Summit of Hope events in September and November 2012.

The intent of this survey is to collect information on returning citizens and their housing statuses upon release, and to analyze the potential impact of the Reentry Pilot by finding out how many of these parolees are either on a Chicago Housing Authority (CHA) housing waitlist or have family living in CHA housing.

SURVEY RESULTS

Of the 155 parolees surveyed:

- 86% are concerned about obtaining housing or different housing (134 out of 155)
- 75% are homeless or unstably housed (117 out of 155)
- 25% have permanent housing (39 out of 155)
- 61% fear violating their parole because they do not have a permanent address (95 out of 155)
- 8% are on the CHA HCV waitlist (12 out of 155)
- 18% are former CHA tenants (29 out of 155)
- 20% have a family member living in CHA housing that they would live with if they could (31 out of 155).

TOTAL SURVEYS COLLECTED = 155

1. Is obtaining housing/obtaining different housing currently a concern of yours?
   - YES = 134
   - NO = 20
“We are grateful that you will join us in welcoming these deserving citizens back to their communities.”
– HUD Secretary Shaun Donovan, 2011

2. What is your current housing situation?
   • MY OWN PLACE = 19
   • WITH RELATIVES/FRIENDS PERMANENTLY = 20
   • WITH RELATIVES/FRIENDS TEMPORARILY = 63
   • AN INTERIM HOUSING PROGRAM = 22
   • OTHER = 32

3. Have you ever worries about violating your parole because you don’t have a stable address?
   • YES = 95
   • NO = 60

4. Are you on the Waitlist in Chicago for Section 8?
   • YES = 9
   • NO = 145

5. Have you ever had an interview with CHA regarding a Section 8 Voucher? If so, what was the result?
   • NO = 35
   • YES, MY APPLICATION WAS ACCEPTED = 9
   • YES, MY APPLICATION WAS DENIED = 2
   • YES, MY APPLICATION WAS DENIED AND I SUCCESSFULLY APPEALED THE DECISION = 1
   • YES, MY APPLICATION AND APPEAL WERE DENIED = 0

6. Have you ever lived in CHA housing?
   • NO = 87
   • PUBLIC HOUSING = 16
   • SECTION 8 = 3

7. Do you have family member with a Section 8 voucher that you would return to live with if you could?
   • YES = 31
   • NO = 12
Appendix 5 outlines research on the connections between housing and reentry. Significant findings show that reentry barriers are highly correlated with homelessness; homelessness and unstable housing conditions contribute to recidivism; providing supportive housing is far less expensive than incarceration; obtaining stable housing significantly lowers an individual’s chance of recidivating.

CHICAGO COALITION FOR THE HOMELESS

More Housing Options are Needed for Formerly Incarcerated Individuals to Prevent Recidivism

An Unprecedented Number of People are Exiting from Prison into Homelessness

- The number of people released from prison has increased 350 percent over the last 20 years.¹

- During that same time period, the number of people who are homeless has swelled dramatically, to the current level of up to 850,000 people on any given day.²

- Nationwide, of the approximately 650,000 individuals released from state and federal prisons annually, and seven million individuals released from local jails, an estimated 10 percent are released into homelessness.³

- In Chicago, approximately 1,200 formerly incarcerated individuals are discharged from state prisons to homeless shelters each year because they have no other place to go at the time of their release.⁴

- 48% of people in Chicago emergency shelters reported having a felony conviction.⁵

Homelessness Makes it Difficult to Comply with Parole Conditions and Contributes to the Cycle of Recidivism

- A qualitative study by the Vera Institute of Justice found that people released from prison and jail to parole, who entered homeless shelters in New York City, were seven times more likely to abscond during the first month after release than those who had some form of housing.⁶
“We are grateful that you will join us in welcoming these deserving citizens back to their communities.”
– HUD Secretary Shaun Donovan, 2011

- City ordinances frequently serve as a prominent tool for criminalizing homelessness: There has been an 11% increase in laws prohibiting loitering and a 7% increase in law prohibiting “camping” in particular public places.⁷

- Arrest of homeless persons for “lifestyle” offenses such as trespassing frequently lead to felony charges such as burglary, which are more likely to result in a prison sentence.⁸

- Supportive housing has been documented to drastically reduce criminal justice involvement, reducing jail incarceration rates up to 30% and prison incarceration rates up to 57%.⁹

It is More Cost Effective to House Someone and Stabilize Their Live, than to Allow them to Cycle through Prison

- In Illinois, it costs approximately 22,000 per year, to incarcerate an adult prisoner, and 60,000 per year, per youth prisoner.¹⁰

- By contrast, it cost $15,275 per year on average to provide supportive housing.¹¹

- It cost $65 per bed per day in jail compared to a permanent supportive housing cost on an average of only $30 a day.¹²

In a Study of 177 Residents of Supportive Housing in Illinois:

- Living in supportive housing decreased the time spent in prison by 100%.¹³

- Living in supportive housing decreased the cumulative cost of time spent in state prisons with a cost savings of over $215,000 from pre-post supportive housing.¹⁴

- Living in supportive housing changed the amount of time spent in county jails by a significant decrease of 86 percent.¹⁵

- Living in supportive housing decreased the cumulative cost of time spent in county jails with a cost savings of $27,000.¹⁶

End Notes

“Whether it’s a mentoring program, whether it’s strengthening our families, or whether it’s this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013


(5) http://www.thechicagoalliance.org/research.aspx


Appendix 6 summarizes the current (June 2013) HUD and CHA criminal background policies, and outlines how the CHA Reentry Pilot interacts with those policies.

**CURRENT CHA CRIMINAL BACKGROUND POLICY**

In 2011, CHA adopted CCH’s recommendation and now considers every applicant with a criminal background individually. Applicants can present mitigating circumstances that demonstrate their rehabilitation, and CHA has discretion in deciding to admit that individual based upon their evidence. In 2012, CHA adopted CCH’s language recommendation in their letter inviting housing applicants for an interview and stating clearly that while applicants must undergo a criminal background check, CHA will consider any mitigating circumstances that applicants present.

HUD’s criminal background policy requires PHAs to exclude ex-offenders in only a few cases.

**Mandatory HUD exclusions:**
- Evicted from federally-assisted housing in the last 3 years for drug-related criminal activity
- Methamphetamine manufacture, arson or sex offense convictions
- Current drug abuse, or current alcohol abuse that may threaten the health, safety or right to peaceful enjoyment of the premises by other residents

CHA has placed additional restrictions into its criminal background policy for its HCV and Public Housing programs.

**CHA’s additional discretionary restrictions on individuals with criminal records:**
- Any household that has engaged in drug-related or violent criminal activity within the past 5 years, including being paroled or released from a facility for violent criminal activity within the past 5 years.

**HOW THE CHA REENTRY PILOT WILL AMEND CURRENT PRACTICE**

- Utilize the expertise of reentry service providers to identify candidates with who will be successful in the HCV and Public Housing programs.
- Grant ex-offenders who have truly changed their lives new opportunities to access CHA housing, based upon a selective recommendation from an experienced reentry service provider.
- Allow ex-offenders who receive a Reentry Certificate from one of the Pilot providers to use the Certificate as evidence of mitigation of prior history during their intake hearing.
- Allow ex-offenders with a Reentry Certificate to move in to the household of their immediate family, with the Certificate used as evidence of mitigation of prior history. If necessary due to
“Whether it's a mentoring program, whether it's strengthening our families, or whether it's this [CTA Apprenticeship] opportunity, I want to make sure that an ex-offender does not become a repeat offender.” Mayor Emanuel, 2013

increased household size, households will be referred to the CHA Mobility Program so that they can locate new housing in a CHA Opportunity Area.
APPENDIX 7

Appendix 7 shows the HUD-approved language included in the Housing Authority of Los Angeles’ (HACLA) Administrative Plan. This language explains HACLA’s reentry program, implemented in 2013, which relies upon experienced service providers recommending clients to be housed by HACLA, and emphasizes the importance of family reunification in achieving appropriate public housing opportunities for the Los Angeles ex-offender population.

This language may be used as a model for CHA’s revised Administrative Plan and ACOP language.

Appendix 7 also includes the Memorandum of Understanding between HACLA and the Los Angeles partner reentry service provider.

3.2.1.2.14 Pilot Re-Entry Program
This program is designed to allow ex-offenders leaving the criminal justice system to reunite with their families receiving S8 housing assistance. The assisted family must approve the admission. HACLA may waive criminal background check requirements only for permissible prohibitions where HUD grants the HACLA discretion to establish admission criteria. Ex-offenders will be required to participate in re-entry supportive services provided by community-based organizations and/or public agencies. These organizations and agencies will have been preselected by the HACLA through an RFP process. Program size and parameters are subject to approval by the HACLA Board of Commissioners. HACLA will evaluate the pilot and make changes to the program depending on the outcomes.

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE HOUSING AUTHORITY OF THE CITY OF LOS ANGELES AND
A NEW WAY OF LIFE
RELATING TO THE
SECTION 8 HOUSING CHOICE VOUCHER
PILOT RE-ENTRY PROGRAM

This Memorandum of Understanding (“MOU”) is hereby made and entered into this _____ day of 2013 by and between the HOUSING AUTHORITY OF THE CITY OF LOS ANGELES (hereinafter referred to as “HACLA”), and A New Way of Life (hereinafter referred to as “the Contractor”).

GENERAL PROVISIONS

1. PURPOSE
The purpose of this MOU is to define the roles and responsibilities of HACLA and the Contractor with regards to Case Management and Supportive Services for Section 8 Housing Choice Voucher Program (HCVP) Pilot Re-Entry Members and their Participant Families. Case management and supportive services focus on services that will assist the Re-Entry Member to remain stably housed and reintegrate with their Participant Family.

II. SERVICES AND DUTIES

1. HACLA has agreed to waive those background screening admission requirements that are permissible to provide admission for Re-Entry Members to join HCVP Participant Families during this Re-Entry Pilot Program.

2. Consistent with the Re-Entry Program requirements, as fully set forth in the Scope of Work (Exhibit A), the Contractor shall conduct a comprehensive screening of potential Re-Entry Members to determine that they are sound candidates for the Re-Entry Program and capable of complying with HCVP requirements prior to referral to the HACLA.

3. The Contractor will ensure that assistance to 25 participating Re-Entry Members and their Families is provided in a timely and expeditious manner throughout the term of this MOU.

4. HACLA will determine eligibility for the Re-Entry Member in a timely and expeditious manner and maintain all terms of this MOU in accordance with the rules of the HCVP.

III. COMPENSATION

The Contractor agrees to provide the services required, as described in this MOU and the Scope of Work, with no compensation from HACLA.

IV. TERM

This MOU shall commence on June 1, 2013 after all parties have signed the MOU and shall remain in full force and effect until May 31, 2014, at which time it shall expire unless extended by a written instrument executed by both parties.

V. MODIFICATION

Modifications of this MOU shall be made by mutual consent of the parties, by the issuance of a written notification, signed and dated by both parties, prior to any changes being made.

HACLA may grant modifications to this MOU if such modifications:
   a. Do not change the Re-Entry Program goals or Scope of Work;
   b. Are in the best interest of HACLA and the Contractor with regard to their performance of the services required under this MOU and the Scope of Work; and
   c. Are consistent with the regulatory and funding limitations prescribed by HUD.
VI. TERMINATION

The HACLA and the Contractor reserve the right to cancel this MOU for any reason upon thirty (30) days prior written notice to the other party to this MOU.

VII. SUBCONTRACTING

The Contractor may subcontract supportive services covered by this MOU to a qualified agency(ies) selected by the Contractor. The Contractor shall not permit subcontracted work to be further subcontracted without the prior written approval of HACLA.

VIII. ASSIGNMENT

This MOU or any provision thereof or any right or obligation arising hereunder is not assignable by the Contractor in whole or in part without the prior expressed written consent of HACLA.

IX. NOTICES

Notices provided for in this MOU shall be in writing and shall be addressed and mailed with postage prepaid to the party intended to receive the same, at the following address:

HACLA:

Peter Lynn, Director of Section 8
Housing Authority of the City of Los Angeles
2600 Wilshire Blvd.
Los Angeles, CA 90057

Contractor:

Susan Burton, Executive Director
A New Way of Life
P.O. Box 875288
Los Angeles, CA 90087

X. INDEMNIFICATION

HACLA and the Contractor shall indemnify, defend and hold harmless each other, their elected and appointed officers, employees, and agents from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or connected with any acts and/or omissions by either HACLA or the Contractor relating to this MOU.

XI. INDEPENDENT CONTRACTOR STATUS
The Contractor shall perform the services as contained herein as an independent Contractor, not as an employee of HACLA or under HACLA's supervision or control. This MOU is by and between the Contractor and HACLA, and not intended, and shall not be construed, to create the relationship of agent, servant, employee, partnership, joint venture, or association, between the HACLA and the Contractor.

XII. CONFIDENTIALITY OF REPORTS

The Contractor and any service subcontractor shall keep confidential all HACLA reports, information and data received, prepared or assembled pursuant to performance hereunder. Such information and program data may be made available to relevant Contractor and subcontractor staff for purposes of program planning, reporting and administration, but shall not be made available to any other person, firm, corporation or entity without the prior written consent of HACLA.

XIII. APPROPRIATIONS

The United States of America, through HUD, may in the future place programmatic limitation(s) not presently anticipated. Accordingly, HACLA reserves the right to revise this MOU in order to take into account actions affecting HUD program changes.

XIV. COMPLIANCE WITH LAWS

The Contractor and its service subcontractor(s) shall comply with all applicable federal, state and local law, including requirements of HACLA and other related regulations applicable to this MOU.

XV. HACLA PROGRAM MONITORING

HACLA will monitor the Contractor's performance under this MOU to ensure mutual program goals are achieved, such as client referrals and provision of supportive services.

XVI. SAFETY STANDARDS AND ACCIDENT PREVENTION

The Contractor, and its service subcontractor(s), shall comply with all applicable federal, state, and local laws governing safety, health, and sanitation. The Contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions, as its own responsibility, reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of this MOU.

XVII. SEVERABILITY

In the event that any provision herein contained is held to be invalid, void, or illegal by any court of competent jurisdiction, the same shall be deemed severable from the remainder of this MOU and shall in no way affect, impair or invalidate any other provision contained herein. If any such provision shall be deemed invalid due to its scope or breadth, such provisions shall be deemed valid to the extent of the scope or breadth permitted by law.
XVIII. INTERPRETATION

No provisions of this MOU are to be interpreted for or against either party because that party or that party's legal representative drafted such provision, but this MOU is to be construed as if drafted by both parties hereto.

XIX. WAIVER

No breach of any provision hereof can be waived unless in writing. Waiver of anyone breach of any provision shall not be deemed to be a waiver of any breach of the same or any other provision hereof.

XX. ENTIRE AGREEMENT

This MOU with attachments supercedes any and all other agreements between the parties, and constitutes the entire understanding and agreement of the parties. This MOU includes the following attachments:

"Exhibit A: Scope of Work for Re-Entry Pilot Program"

SIGNATURES

IN WITNESS WHEREOF, the HACLA and the Contractor, by and through their duly authorized representatives have caused this MOU to be subscribed to on the day and year first above written.

HOUSING AUTHORITY OF THE CITY OF LOS ANGELES

__________________________
Douglas Guthrie
President and CEO

__________________________
Susan Burton
A New Way of Life

________________________________________
Date

APPROVED AS TO FORM
CARMEN A. TRUTANICH,
CITY ATTORNEY

________________________________________
Michael V. Custodio
Deputy City Attorney
EXHIBIT A
SCOPE OF WORK

PILOT RE-ENTRY PROGRAM

INTRODUCTION

The objective of the Pilot Re-Entry Program is to allow families assisted by the HACLA Section 8 Housing Choice Voucher program to voluntarily reunite with Re-Entry Members who are post-release supervised persons under the sponsorship of the Contractor by waiving permissible admission requirements that would otherwise prevent the Re-Entry Member from joining the assisted household. Participation in the Pilot Re-Entry Program should be voluntarily agreed upon by both the Participant Family and the Re-Entry Member. Of primary concern to the HACLA is the long-term stability of the participant family and their ability to observe all Section 8 program rules and lease provisions. The intent of the program is to enable the Re-Entry Member to successfully re-integrate into family and community by providing permanent housing along with relevant supportive services.

The Contractor will conduct a preliminary assessment of potential referral candidates for participation in the program to determine whether
- Candidates have family assisted by the HACLA Section 8 program
- Candidate’s family will voluntarily admit the candidate to the household
- Candidates have no mandated denial offenses in their criminal background check
- Candidates are appropriate to refer for the Pilot Re-Entry Program

The Contractor will link such candidates with case management and supportive services appropriate to their needs with an emphasis on services that will assist the candidate to remain stably housed and reintegrate with their family. The Contractor will approach the family to determine whether the family voluntarily agrees to accept the candidate into their household. If the family freely and voluntarily wishes to add the candidate to the household composition under the terms of the Housing Choice Voucher Program, the HACLA will determine eligibility for the candidate, including a criminal background screen for mandated denial criteria, but will waive all permissible denial criteria listed in the HACLA Section 8 Administrative Plan for otherwise eligible candidates who agree to the Program parameters and to participate in appropriate supportive services from the Contractor. In this way, the Contractor and the HACLA intend to assist with the re-entry of those released from the criminal justice system. Furthermore, the program will provide them with supportive services that will enable them to stabilize their living conditions and remain successfully housed in the long term.

DEFINITION OF TERMS

1. **Sex Offender**: A person subject to lifetime sex offender registration.
2. **Participant Family:** An individual or family which has been admitted to the Section 8 Housing Choice Voucher Program (HCVP) and is currently assisted in the program. The family becomes a Participant on the effective date of the first day of initial lease term.

3. **Re-Entry Member:** An individual who has been released from the criminal justice system within the past 12 months, and has been referred by the Contractor to the HACLA under the terms of the Pilot Re-Entry Program, and who meets the criteria for additional family member per the HACLA Section 8 Administrative Plan (Section 6.1 and Section 6.11).

**CONTRACTOR RESPONSIBILITIES**

The Contractor shall:

1. Prior to referral of Re-Entry Members and their Participant Families, submit to HACLA a detailed description of the outreach to be conducted to locate eligible candidates. Also submit a detailed description of the case management and supportive services to be provided to Re-Entry Members and their Participant Families. Include any agencies you plan to refer clients to for services.

2. Conduct outreach to locate Re-Entry Members and their Participant Families.

3. Conduct a preliminary assessment of each potential Re-Entry Member to determine that they are an appropriate referral for the Pilot Re-Entry Program. The assessment will determine the case management and supportive services to be provided to the Re-Entry Member that will enable them to be successful in joining the Participant Family. The assessment will result in a case plan specific to the needs of the Re-Entry Member.

4. Conduct a home visit to the unit of the Participant Family to determine that the environment is appropriate for the Re-Entry Member to enter.

5. Identify the Re-Entry Member and the Participant Family to the HACLA by submitting the Participant Family referral form after obtaining voluntary acceptance of the Re-Entry Member by the Participant Family.

6. Provide all Re-Entry Members and Participant Families with case management and supportive services appropriate to their needs as identified in the assessment and case plan.

7. Continue to provide case management and supportive services for at least one (1) year, including, at a minimum, monthly contacts and quarterly home visits with the Re-Entry Member and Participant Family.

8. If problems arise during the post-release supervision period that would indicate that the Re-Entry Member is no longer suitable for the program, notify the HACLA that the person no longer qualifies for housing.

9. Require attendance of appropriate staff at HACLA meetings or training sessions.
10. Immediately notify the HACLA in writing of changes in key personnel for the Program.

11. Submit a monthly report to HACLA of the Contractor’s outreach and supportive services efforts to Re-Entry Members and their Participant Families, along with providing any ad hoc information that HACLA may find necessary for administration of the program.

**HACLA RESPONSIBILITIES**

The Authority shall:

1. Provide training for Contractor staff on HACLA program rules, regulations, and policies.

2. Notify Contractor staff of any changes in HACLA program rules, regulations and policy or key personnel for the Program.

3. Communicate the availability of the program to currently assisted Section 8 families through mailings, flyers, staff contact and/or the HACLA website.

4. Develop a Participant Family referral form to be used for the program.

5. Receive the Participant Family referral form from the Contractor and verify the status and good standing of Participant Families for potential Re-Entry Member referral.

6. Contact the family to counsel them on the requirements and expectations of the Program.

7. Provide Contractor all forms and documents necessary for processing referrals.

8. Process all Re-entry Member referrals in accordance with HUD guidelines and the HACLA Section 8 Administrative Plan, including waiver of those screening criteria that the HACLA can waive. For reference, those screening criteria that the HACLA cannot waive are listed below:

   a. HACLA cannot admit lifetime registered sex offenders
   b. HACLA cannot admit persons who have been convicted of the manufacture of methamphetamines in federally-assisted housing
   c. HACLA cannot admit domestic violence felons
   d. HACLA cannot admit persons who have been evicted from federally-assisted housing for drug-related criminal activity within three (3) years from date of application, unless the HACLA determines that
      i. the evicted household member who engaged in drug-related criminal activity has successfully completed a supervised drug rehabilitation program; or
      ii. the circumstances leading to eviction no longer exist

9. Retain the sole authority to determine eligibility for all referrals submitted by the Contractor per HACLA’s Section 8 Administrative Plan.
10. Work closely with Contractor to monitor Participant Family standing in the HCVP during the initial year of the program.

11. Notify the Contractor of problems jeopardizing the Participant Family’s assistance in the HCVP.

12. If there is a problem with the Re-Entry Member or the Participant Family, the HACLA will notify the Contractor for assistance in resolving the situation. If the problem cannot be resolved and the Participant Family faces termination of assistance, the HACLA will follow Administrative Plan procedures and attempt first to sever the offending family member before terminating assistance altogether to the family.