



FAMILY INDEPENDENCE ADMINISTRATION

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POLICY BULLETIN #04-205-ELI

ESTABLISHMENT OF A HOME GRANT

Date: November 26, 2004	Subtopic(s): Eligibility
 This procedure can now be accessed on the FIAweb.	This policy bulletin is to remind staff at the Job Centers that a request for an establishment of a home grant (Single Issuance Code 60) can only be granted if the household meets any one of the following criteria in addition to all other standard eligibility requirements : • An individual or family temporarily housed in a hotel, motel, homeless shelter, residential program for victims of domestic violence or other temporary accommodation to which the individual or family has been referred by the center is being <u>permanently rehoused in unfurnished housing</u> accommodations, and suitable furnished accommodations are not available. • An unattached individual <u>who is discharged</u> from an institution and is determined to be capable of maintaining an apartment in the community <u>and suitable furnished accommodations</u> are not available. • An adult <u>who is discharged</u> from an institution and wishes to rejoin his family, which is in need of additional furniture to provide adequate shelter for him. • A child is <u>returned to his/her parents</u>, who are in need of additional furniture to provide adequate shelter for him. • It is essential that an individual or family <u>be re-housed in unfurnished accommodations</u> in order to safeguard his/their health, safety and well-being. In this instance the individual's/family's living situation is adversely affecting his/their physical and mental health and thus the need for the move.

HAVE QUESTIONS ABOUT THIS PROCEDURE?
Call 718-557-1313 then press 2 at the prompt followed by 765 or
send an e-mail to *FIA Call Center*

Distribution: X

Replacement of unusable furniture for health and safety reasons

Workers should note that in each of the five criteria listed above an individual/family is being re-housed (moving from one living situation to another).

Very often, an applicant/participant who has not had a change in living accommodations will request an allowance to replace existing furniture that is unusable for a number of reasons (for example, old or broken). In these instances the applicant/participant will claim that the replacement of the furniture is needed in order to safeguard his/her physical and mental health.

A move into unfurnished accommodations must occur in order to issue a furniture grant

In these situations, even if documentation of the claim is submitted, the request for a furniture grant cannot be approved since health and safety reasons in absence of a move, are not sufficient to justify approval of the grant. In these instances, an establishment of a home grant for health and safety reasons can only be approved when an applicant/participant has been moved from one residence into unfurnished accommodations.

Effective Immediately

Reference:

18NYCRR 352.7(1)(i)(ii)(iii)(iv)(v)