

VERP 3.0 Service Provider

SCOPE OF WORK:

The successful organization should have experience working with low-wealth individuals, individuals at risk of eviction, and affordable housing stakeholders in the region.

- Manage an eviction prevention program that includes financial assistance and stabilization support services available before a pay or quit notice is filed
- Manage an eviction diversion program that includes housing financial assistance and stabilization support services available after an unlawful detainer is filed
- Develop and manage a court navigation program to increase communication between judges and eviction prevention and diversion staff, assist tenants with navigating the court system, inform tenants about other resources, and inform tenants about their legal rights and encourage mediation between tenants and landlords
- Plan and conduct successful outreach initiatives in order to reach households at risk of eviction
- Coordinate with service providers to ensure tenants and landlords have accessible and timely entry points
- Develop referral protocols with their local Department of Social Services (DSS) offices in order to refer eligible applicants to benefits such as Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance to Needy Families (TANF), Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), Low Income Home Energy Assistance Program (LIHEAP), and Medicaid.

DELIVERABLES:

1. Development, management, and implementation of required VERP components (eviction prevention, diversion, court navigation, and stakeholder coordination)
2. Data from intake process to share with DHCD through biannual reports
3. Timely and responsible financial processes that successfully deliver VERP funds to qualified households and individuals
4. Coordination with TJPDC, advisory committee stakeholders, and state partners for the duration of the grant period