



Family Referral Program Criteria

The Family Referral Program (FRP) is a collaboration between the San Antonio Housing Authority (SAHA) and Close to Home (CTH) to transition literally homeless families into Project-Based Vouchers (PBV). FRP assists residents that are currently experiencing homelessness (HUD Categories 1 and 4) and displays a level of self-sufficiency that would not require case management to maintain housing. Clients also need a minimum financial income of 10% AMI to 30% AMI.

Eligibility Criteria for Placement in the Family Referral Program include:

- Income between 10% and 30% of Area Median Income
- Family size between 2-4 with at least one minor under 18 in the home
- Service provider recommendation that the family will be stable with minimal to no case management services

Applications are accepted on a first-come, first-served basis and priority will go to:

- Families with longer lengths of homelessness
- Survivors of Domestic Violence
- Families with an open Child Protective Services (CPS) case

Voucher transition assistance needs to be based on the family's resources, abilities, and functioning.

Need type 1	Need type 2
Financial assistance required to transition into housing	The financial capability allows the family to self-support transition with minimal support
Physical and/or mental health assistance needed	Physical and/or mental health capacity adequate for self-sufficiency
Household resource assistance needed	Possess or has access to household resources
Income level near or at 10% AMI	Income level supports transition requirements

Requirements of Referring Agencies for need type 1:

- Must provide the family with transition assistance, including deposit, first month's rent, and furniture assistance.
- Must conduct one site visit with the family in housing to discuss community resources that might be beneficial to the family.
- Conduct follow up after transitioning for a minimum of 90 days.

Requirements of Referring Agencies for need type 2:

- Assist family with complete and accurate application
- Conduct self-sufficiency assessment