MovingIn

1. Housing Stabilization Services

1.1 Welcome



Notes:

Welcome to the Housing Stabilization Services Training Course.

Section 1: Assessment of a Person's Needs.

Module 1 of 14 Housing Stabilization Services Overview.

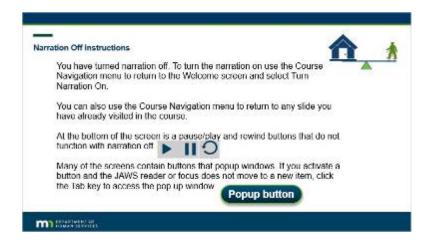
For keyboard users, click the Tab key to navigate the elements on screen. Click the Space bar to activate and deactivate the button or control.

Once activated, for the Course Navigation menu and Audio Volume control, press the up and down arrow keys.

To ensure the best experience, choose your audio preference by selecting Turn Narration On or Turn Narration Off.

Learners using JAWS readers or other audio assisted readers may want to turn off the narration.

1.2 Narration Off



Notes:

Narration Off Instructions

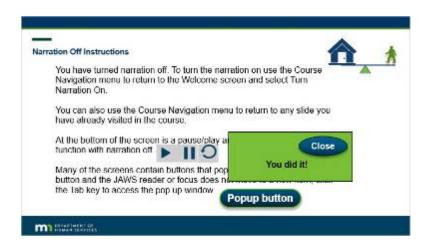
You have turned narration off. To turn the narration on use the Course Navigation menu to return to the Welcome screen and select Turn Narration On.

You can also use the Course Navigation menu to return to any slide you have already visited in the course.

At the bottom of the screen is a pause/ play and rewind buttons that do not function with narration off.

Many of the screens contain buttons that popup windows. If you activate a button and the JAWS reader or focus does not move to a new item, click the Tab key to access the pop up window.

Popup (Slide Layer)



1.3 JAWS Reader Users



Notes:

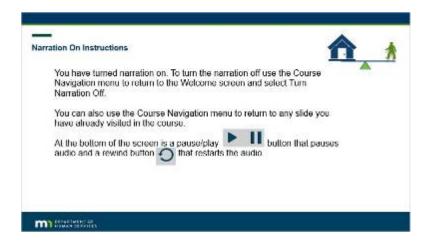
For JAWS reader users

note that pressing the Tab key puts you in application mode. To ensure you are not missing any text, press the plus key or the PC cursor key to exit application mode and use the arrow keys to navigate.

Popup (Slide Layer)



1.4 Narration On



Notes:

Narration On Instructions

You have turned narration on. To turn the narration off use the Course Navigation menu to return to the Welcome screen and select Turn Narration Off.

You can also use the Course Navigation menu to return to any slide you have already visited in the course. At the bottom of the screen is a pause/ play button that pauses audio and a rewind button that restarts the audio.

•

1.5 Introduction



Notes:

Welcome to

Housing Stabilization Services Section II: Find me a home.

Module Five: Moving In

Estimated Completion Time: 25 minutes

1.6 Objectives



Notes:

Objectives.

When you have completed this module, you will be able to:
Recognize person guaranteed housing rights
Reduce the risk surrounding recipients and stable housing
Successfully move recipients into their new home

1.7 Renting and Fair Housing Rights



Once you have found and secured a home for a person, ensure they understand renters' rights and what is expected of them.

While there should have been some discussion of expectations while reviewing and signing the lease, if is important recipients understand their lease obligations, especially their obligations to pay rent, keep the apartment clean, understand the guest policy, being a good neighbor, and reporting maintenance issues in a timely manner.



THE REPUBLICATION

Notes:

Renting and Fair Housing Rights

Once you have found and secured a home for a person, ensure they understand renters' rights and what is expected of them. While there should have been some discussion of expectations while reviewing and signing the lease, it is important recipients understand their lease obligations, especially their obligations to pay rent, keep the apartment clean, understand the guest policy, being a good neighbor, and reporting maintenance issues in a timely manner.

1.8 The Fair Housing Act



The Fair Housing Act

The Fair Housing Act is a law that protects all renters from landlord discrimination.

All people have a right to access housing. They cannot be unfairly rejected from housing. People you work with should understand these rights.

Equally important, they should also understand what is expected of them and the difference between the rights they have and what is not a right.

For example, they are not allowed to pay rent late, allow people not on the lease to live in the home (also known as doubling up), or damage property.

ma manufaction

Notes:

The Fair Housing Act

The Fair Housing Act is a law that protects all renters from landlord discrimination.

All people have a right to access housing. They cannot be unfairly rejected from housing. The recipient should understand these rights.

Equally important, they should also understand what is expected of them and the difference between the rights they have and what is not a right.

For example, they are not allowed to pay rent late, allow people not on the lease to live in the home (also known as doubling up), or damage property.

1.9 In The Home



Notes:

In The Home

Recipients also have certain guaranteed rights once they move into their home.

Make sure that each person knows they and the landlord must follow the lease.

Recipients are guaranteed the right to privacy, working appliances, running water, and heat. If rights are violated there are processes to resolve the issues.

In Section 3, Keep Me In My Home, you will learn more about tenant rights.

1.10 Risk Mitigation



Notes:

Risk mitigation

You should help recipients implement any strategies to lessen the risk of experiencing housing instability again.

The goal of the housing stabilization services program is not just to get the person into their home, but also work with them to stay in their home.

You can lessen risk by working with recipients on a number of important areas.

Click to see these important areas. Once you have activated the button, read the content and closed the window, you can click next to continue.

Pay rent and utilities on time.

Keep their home clean.

Report maintenance issues in a timely manner.

Understanding their lease obligations and policies about visitors.

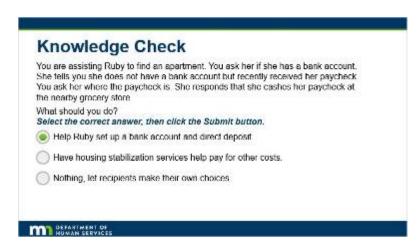
Have positive interactions with landlords and neighbors.

Important Areas (Slide Layer)



1.11 Knowledge Check

(Multiple Choice, 10 points, 4 attempts permitted)



Correct	Choice	Feedback
X	Help Ruby set up a bank account and direct deposit.	Correct! Helping Ruby to resolve this problem will mitigate the risk in finding stable housing.
	Have housing stabilization services help pay for other costs.	Incorrect. Housing stabilization services does not offer money to people.
	Nothing, let recipients make their own	Incorrect. You should help the person

choices. to fix their problems. Doing nothing leaves people like Ruby vulnerable.

Notes:

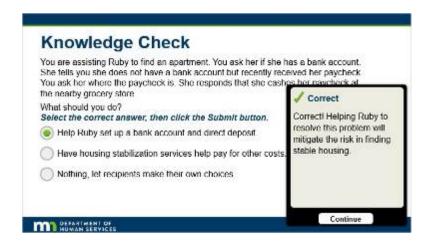
Knowledge Check

You are assisting Ruby to find an apartment. You ask her if she has a bank account. She tells you she does not have a bank account but recently received her paycheck. You ask her where the paycheck is. She responds that she cashes her paycheck at the nearby grocery store.

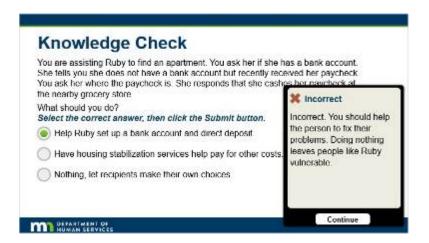
What should you do?

Select the correct answer, then click the Submit button.

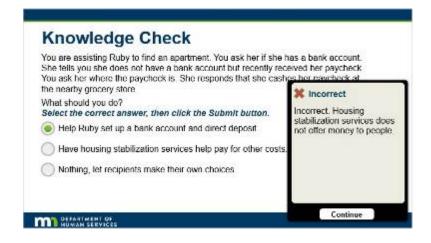
Correcta (Slide Layer)



Incorrect (Slide Layer)



Inorrect (Slide Layer)



2. OlmsteadAct

2.1 Olmstead Decision

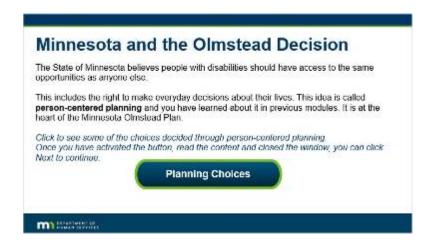


Notes:

Olmstead Decision

The Olmstead Decision was made by the United States Supreme Court that says the unjustified segregation of people with disabilities is a form of unlawful discrimination under the Americans with Disabilities Act (ADA). The result of the Olmstead Decision is that people with disabilities have the fundamental right to make their own decisions, which includes where they should live.

2.2 Minnesota and the Olmstead Decision



Notes:

Minnesota and the Olmstead Decision

The State of Minnesota believes people with disabilities should have access to the same opportunities as

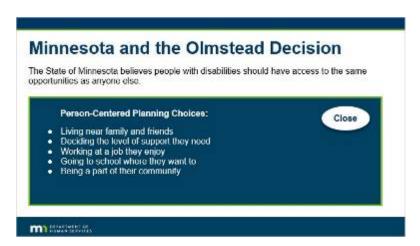
anyone else.

This includes the right to make everyday decisions about their lives. This idea is called person-centered planning and you have learned about it in previous modules. It is at the heart of the Minnesota Olmstead Plan

Click to see some of the choices decided through person-centered planning.

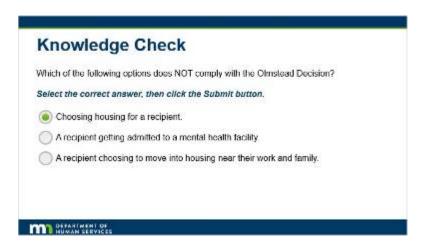
Once you have activated the button, read the content and closed the window, you can click Next to continue.

planning choices (Slide Layer)



2.3 Knowledge Check

(Multiple Choice, 10 points, 4 attempts permitted)



Correct	Choice	Feedback
Х	Choosing housing for a recipient.	Correct! Recipients should make their
		own housing choices. This does not

	comply with the Olmstead Decision.
A recipient getting admitted to a mental health facility.	Incorrect. Getting admitted to a mental health facility is still under the Olmstead Decision.
A recipient choosing to move into housing near their work and family.	Incorrect. Choosing the location of housing is part of the Olmstead Decision.

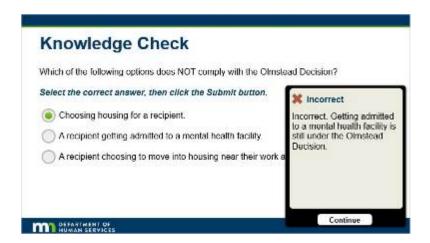
Notes:

Knowledge Check

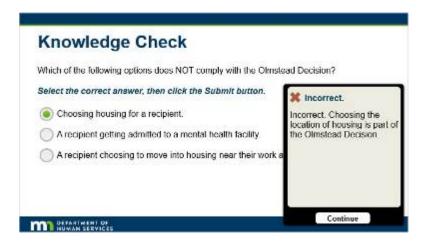
Which of the following options does NOT comply with the Olmstead Decision?

Select the correct answer, then click the Submit button.

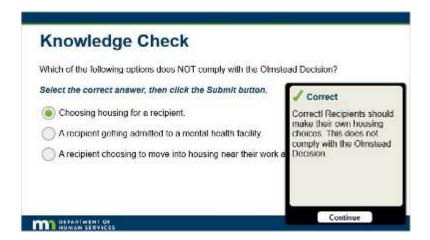
Incorrect (Slide Layer)



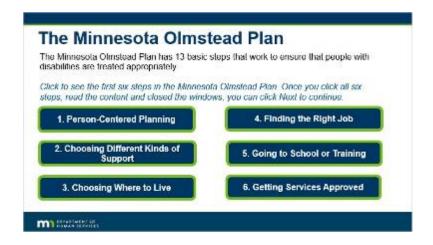
incCorrect (Slide Layer)



corrects (Slide Layer)



2.4 The Minnesota Olmstead Plan



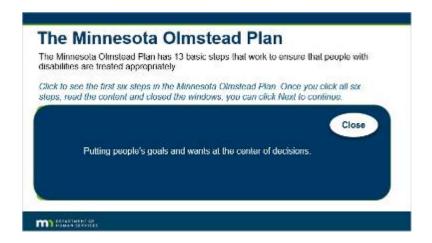
Notes:

The MN Olmstead Plan

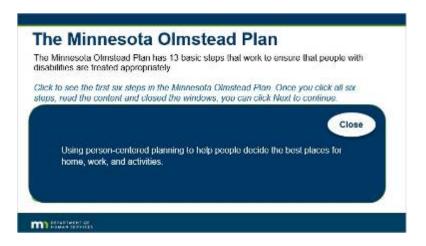
The Minnesota Olmstead plan has 13 basic steps that work to ensure that people with disabilities are treated appropriately.

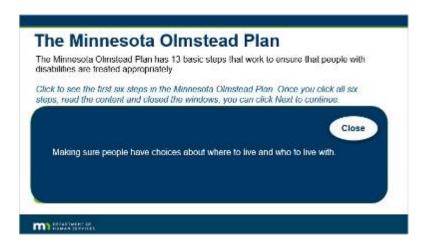
Click to see the first six steps in the Minnesota Olmstead Plan. Once you click all the steps, read the content and close the windows. you can click next to continue.

1 (Slide Layer)

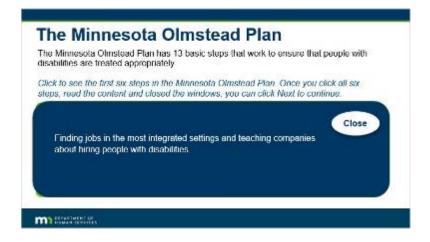


2 (Slide Layer)

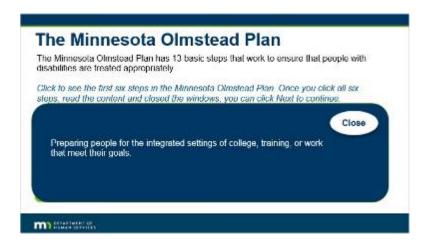


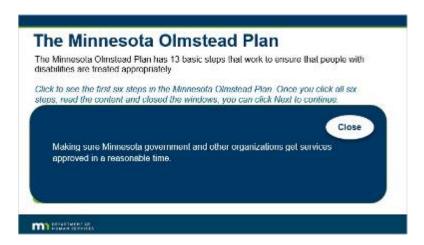


4 (Slide Layer)



5 (Slide Layer)





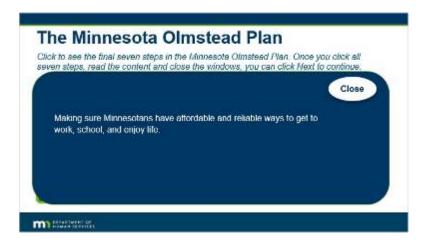
2.5 The Minnesota Olmstead Plan



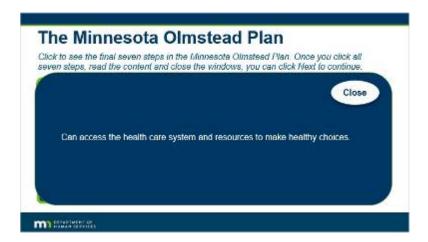
Notes:

The MN Olmstead Plan

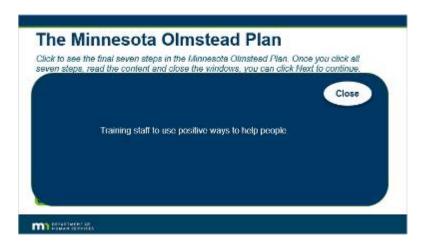
Click to see the final seven steps in the Minnesota Olmstead Plan. Once you click all the steps, read the content and close the windows. you can click next to continue.

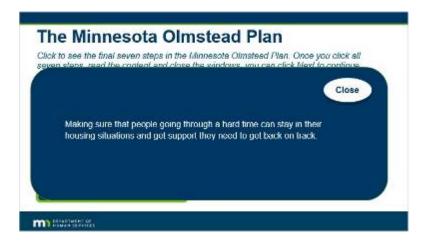


8 (Slide Layer)

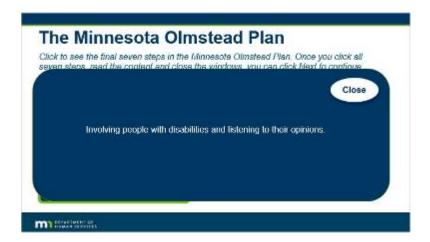


9 (Slide Layer)

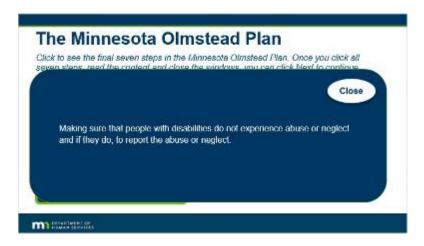


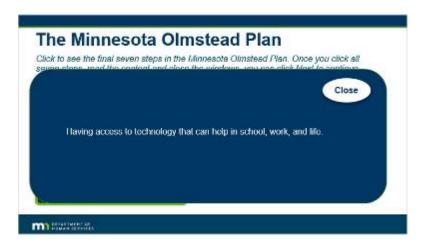


11 (Slide Layer)



12 (Slide Layer)





2.6 Reviewing Leases



Notes:

Reviewing Leases

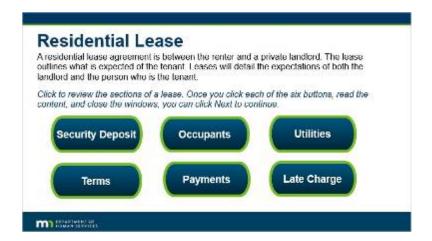
Leases are contracts calling for the tenant to pay the landlord for living in their housing.

Recipients should understand every aspect of a lease before signing them because they are legally binding.

If either the person or landlord violates the lease, they are breaking the lease and there may be consequences.

Take the time to read through a lease and ensure that the person understands all tenant and landlord obligations.

2.7 Residential Lease



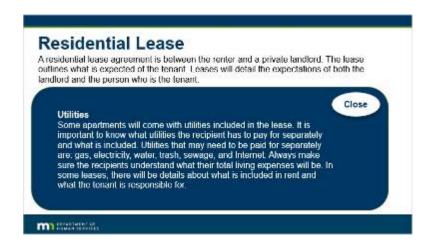
Notes:

Residential Lease

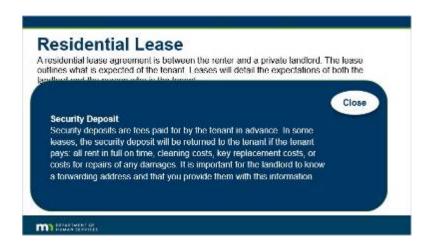
A residential lease agreement is between the renter and a private landlord. The lease outlines what is expected of the tenant. Leases will detail the expectations of both the landlord and the person who is the tenant.

Click to review the sections of a lease. Once you click each of the six buttons, read the content, and closed the windows, you can click Next to continue.

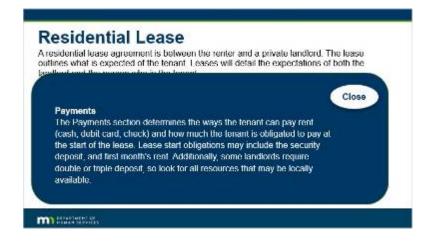
Utilities (Slide Layer)



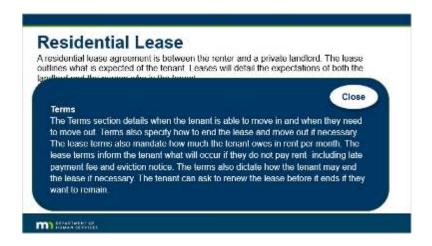
security deposit (Slide Layer)



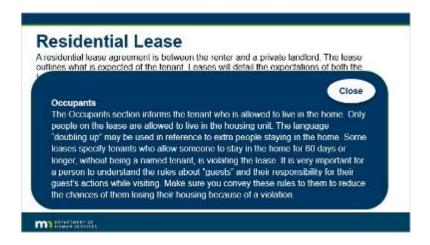
Payments (Slide Layer)



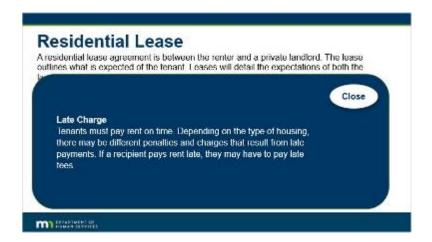
Terms (Slide Layer)



occupants (Slide Layer)



late charge (Slide Layer)



2.8 Extra Costs



Notes:

Extra Costs

When a person is moving into a new home, make sure they understand fees they will need to pay when they move in. In many cases, people will not have resources to cover these costs and fees. There are services available that can help recipients pay for move-in fees.

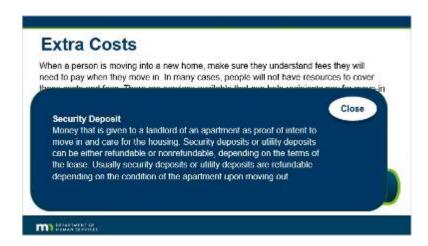
Refer to HB101 for more information about services that help pay for moving costs.

Click to see the costs associated with moving into an apartment. Once you click all three steps, read the content, and closed the windows, you can click Next to continue.

first and last (Slide Layer)



security deposit (Slide Layer)



fee (Slide Layer)



2.9 Understanding Leases



Notes:

Understanding Leases

While it may be tempting to sign a lease without reading it, always read through the entire lease with the recipient.

There may be terms in the lease that the person will not be able to comply with due to their disability or other existing conditions.

You will need to make sure they have reasonable accommodations that a landlord has to make for their disability.

2.10 Lease Changes



Notes:

Lease Changes

The landlord must make a change in policy, practice, or procedure IF:

The tenant has a disability.

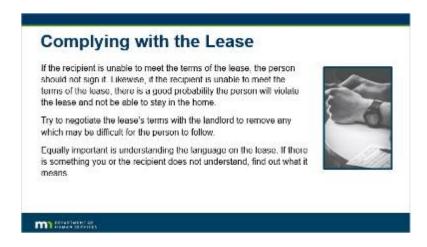
The accommodation is necessary for equal use and enjoyment, and if the change is not unreasonable. The change is considered unreasonable if it causes undue administrative and financial burden, results in a fundamental alteration of business, or causes direct threat

Click to see when you should make a reasonable accommodation request. Once you have activated the button, read the content and closed the window you can click next to continue.

accmodation (Slide Layer)



2.11 Complying with the Lease



Notes:

Complying with the Lease

If the recipient is unable to meet the terms of the lease, the person should not sign it. Likewise, if the recipient is unable to meet the terms of the lease, there is a good probability the person will violate the lease and not be able to stay in the home.

Try to negotiate the lease's terms with the landlord to remove any which may be difficult for the person to follow.

Equally important is understanding the language on the lease. If there is something you or the recipient does not understand, find out what it means.

2.12 Scenario Darnell



Notes:

Scenario- Darnell.

Darnell is receiving housing stabilization services. He found a home that meets all of his needs and wants. He is excited to sign the lease and move in. First, Darnell needs to read through the lease. The apartment is an adult-only apartment building. Darnell has a three-year-old daughter who he has partial custody of every other weekend. Darnell points out his daughter will not live there full-time, so he plans to sign the lease anyway.

2.13 Knowledge Check

(Multiple Choice, 10 points, 4 attempts permitted)



Correct	Choice	Feedback
	Yes.	Incorrect. Darnell cannot commit to the requirements of the lease and should not sign the lease.
	No.	Incorrect. Darnell cannot commit to the requirements of the lease but should make an effort to negotiate with the landlord before giving up the apartment.
Х	Discuss with the landlord.	Correct! Work with Darnell to negotiate

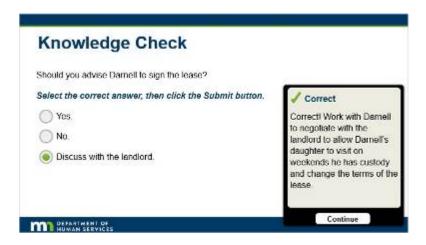
with the landlord to allow Darnell's daughter to visit on weekends he has custody and change the terms of the lease.

Notes:

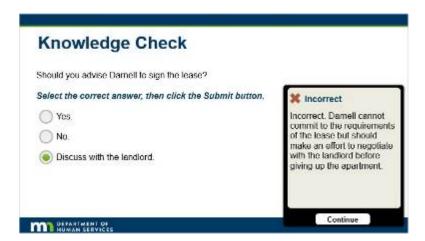
Knowledge Check

Should you advise Darnell to sign the lease? Select the correct answer, then click the Submit button.

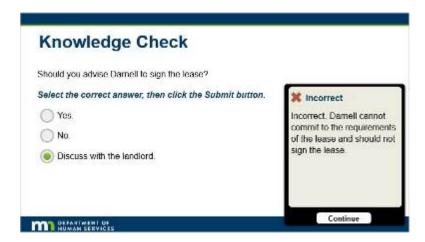
correct (Slide Layer)



Inorrect (Slide Layer)



Incorrec (Slide Layer)



3. Moving

3.1 Housing Inspections



Notes:

Housing Inspections

Always visit potential housing with the person before signing a lease.

When looking through the housing check for signs of water damage, infestations, broken locks, or other things that could compromise the health and safety of recipients.

If you do not visit the housing before letting a person sign the lease, you could be setting them up to once again experience housing instability.

Some apartment buildings may use photos of other apartments in the building and not the one available.

3.2 Moving

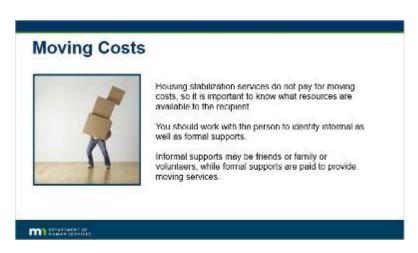


Notes:

Moving

Once you find housing that meets the person's needs, help them secure their home, and sign a lease, the last step is to help them move in. While you are not responsible for helping them move their belongings or funding a moving service, you can help them to find services that will help them move. If the recipient is on a waiver, transition services can pay.

3.3 Moving Costs



Notes:

Moving Costs

Housing stabilization services do not pay for moving costs, so it is important to know what resources are available to the recipient.

You should work with the person to identify informal as well as formal supports.

Informal supports may be friends or family or volunteers, while formal supports are paid to provide moving services.

3.4 ScenarioTyra



Notes:

Scenario Tyra

Tyra is a recipient of these services who has found a home and is excited to move in. She has for the last several months been storing her belongings in a friend's garage. She does not have a car and needs help to move her belongings into the new home.

3.5 Knowledge Check

(Multiple Choice, 10 points, 4 attempts permitted)

Knowle	edge Check	
What is a way	you can help Tyra?	
Select the cor	rect answer, then click the Submit button.	
Oive her n	noney to hire movers.	
Identify su	pports to help her move.	
Offer to pa	ty for new furniture to reduce the moving costs.	

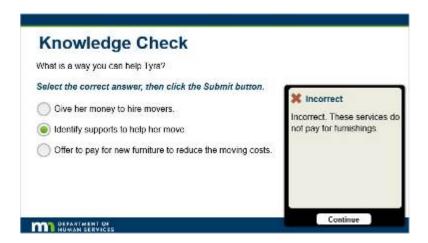
Correct	Choice	Feedback
	Give her money to hire movers.	Incorrect. You should never give them money. Instead find other ways to help them.
X	Identify supports to help her move.	Correct. You want to identify supports to help her move. Supports could be friends, roommates, family, or volunteers who could help with the move process.
	Offer to pay for new furniture to reduce the moving costs.	Incorrect. These services do not pay for furnishings.

Notes:

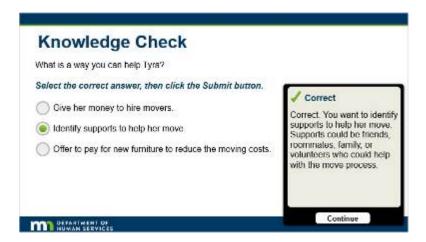
Knowledge Check

What is a way you can help Tyra? Select the correct answer, then click the Submit button.

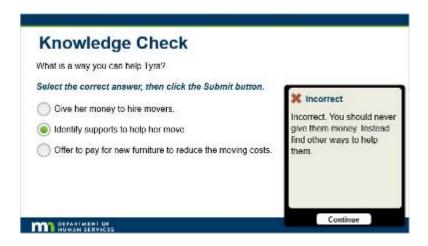
incorrect (Slide Layer)



correcta (Slide Layer)

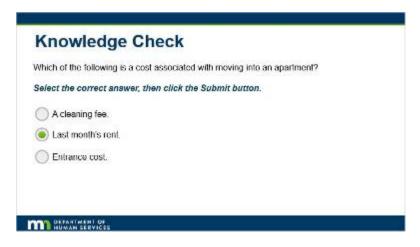


Incorrec (Slide Layer)



3.6 Knowledge Check

(Multiple Choice, 10 points, 4 attempts permitted)



Correct	Choice	Feedback
	A cleaning fee.	Incorrect. While there may be a
		cleaning fee deducted from a
		recipient's security deposit at the end
		of their lease, there is no cleaning fee
		associated with moving into an
		apartment.
Х	Last month's rent.	Correct. Many apartments will ask for
		last month's rent when the person
		moves in to ensure the recipients can
		afford the housing and will not vacate
		the lease early. Not all housing asks for
		last month's rent early. Find out before
		signing the lease what costs are
		associated with moving in.
	Entrance cost.	Incorrect. There are many costs when
		moving into an apartment but an

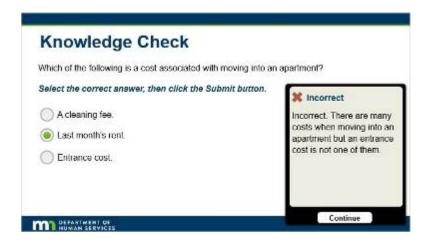
entrance cost is not one of them.

Notes:

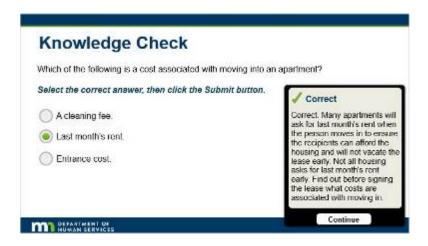
Knowledge Check

Which of the following is a cost associated with moving into an apartment? Select the correct answer, then click the Submit button.

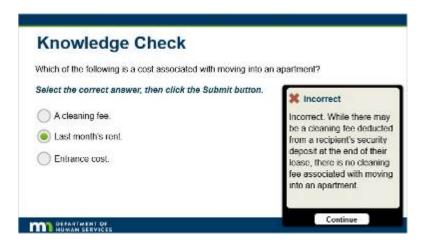
incorrect (Slide Layer)



correcta (Slide Layer)



Incorrec (Slide Layer)



4. Extra Costs

4.1 Negotiating Costs



Notes:

Negotiating Costs

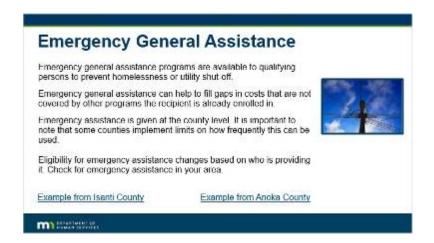
Landlords and property managers want to find reliable tenants, it is possible to negotiate with landlords surrounding costs tenants may not be able to afford.

If the person cannot afford both first and last month's rent, see if the landlord is willing to let them pay last month's rent over the course of the lease instead of all at once.

If the person cannot afford the application fee, see if you can contact the landlord and ask if it can be reduced or waived.

Being able to negotiate with a landlord can help recipients move into stable housing that they could not obtain on their own.

4.2 Emergency General Assistance

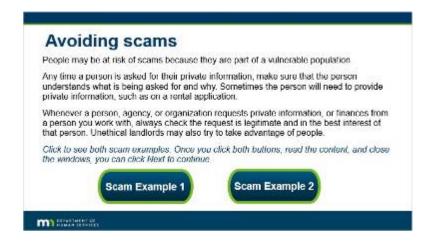


Notes:

Emergency General Assistance

Emergency general assistance programs are available to qualifying persons to prevent homelessness or utility shut-off. Emergency general assistance can help to fill gaps in costs that are not covered by other programs the recipient is already enrolled in. Emergency assistance is given at the county level. It is important to note that some counties implement limits on how frequently this can be used. Eligibility for emergency assistance changes based on who is providing it. Check for emergency assistance in your area.

4.3 Avoiding Scams

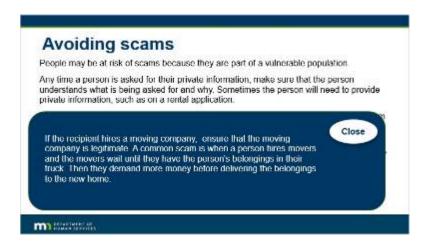


Notes:

Avoiding scams.

Recipients may be at risk of scams because they are part of a vulnerable population. Any time a person is asked for their private information, make sure that the person understands what is being asked for and why. Sometimes the person will need to provide private information, such as on a rental application. Whenever a person, agency, or organization requests private information, or finances from a recipient, always check the request is legitimate and in the best interest of the person. Unethical landlords may also try to take advantage of recipients. Click to see both scam examples. Once you click both buttons, read the content, and closed the windows, you can click Next to continue.

Example 2 (Slide Layer)



Example 1 (Slide Layer)



4.4 Communication with Landlords



Notes:

Communication with Landlords

Knowing how to communicate with landlords is a learned skill.

If the person is not used to having conversations with the landlord, they should take the "Present Myself" pathway on HB101 or use the Engaging Landlords toolkit.

4.5 Scenario Andre



Notes:

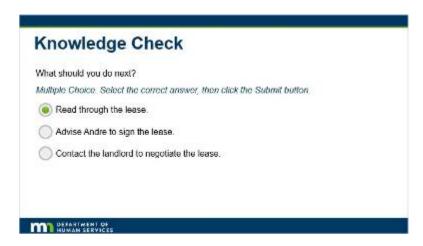
Scenario.Andre

Andre is a 63 year-old African-American with diabetes who lives in north Minneapolis. He has used these to services to find a home that meets all his needs and wants. Andre's rental application was accepted and he

received a copy of the lease to sign. He says he understands the lease completely but you have not read it.

4.6 Knolwedge Check

(Multiple Choice, 10 points, 4 attempts permitted)



Correct	Choice	Feedback
X	Read through the lease.	Correct! As a provider, both you and Andre should read the entire lease.
	Advise Andre to sign the lease.	Incorrect. As a provider, you should read the lease before he signs it.
	Contact the landlord to negotiate the lease.	Incorrect. You will not need to negotiate the lease, unless there is a requirement Andre cannot fulfill.

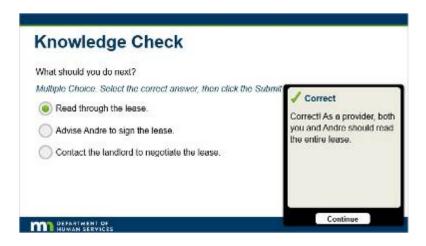
Notes:

Knowledge Check

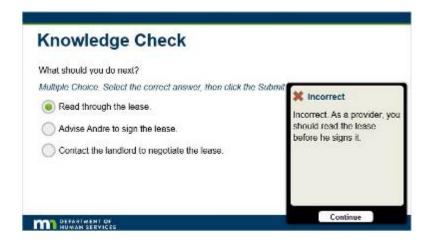
What should you do next?

Multiple Choice. Select the correct answer, then click the Submit button.

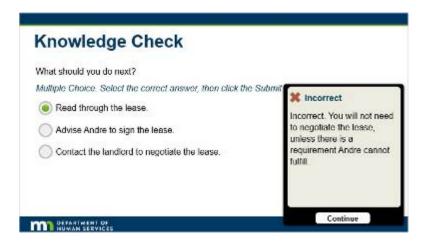
Read through the lease. (Slide Layer)



Advise Andre to sign the lease. (Slide Layer)

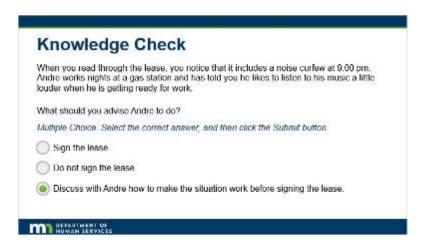


Contact the landlord to negotiate the lease. (Slide Layer)



4.7 Knowledge Check

(Multiple Choice, 10 points, 4 attempts permitted)



Correct	Choice	Feedback
	Sign the lease.	Incorrect. Do not tell Andre to sign the lease until all aspects are made clear. Even a small issue like playing his music loud could lead to eviction.
	Do not sign the lease.	Incorrect. You do not want to give up potentially stable housing for an issue

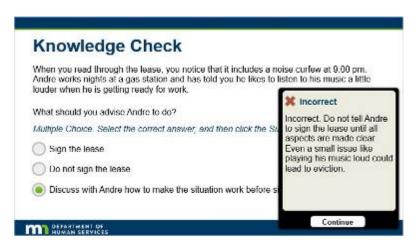
		that can be resolved.
Х	Discuss with Andre how to make the	Correct! Work with Andre to see if he
	situation work before signing the lease.	can wear headphones or play his music
		lower to help make sure he gets stable
		housing.

Notes:

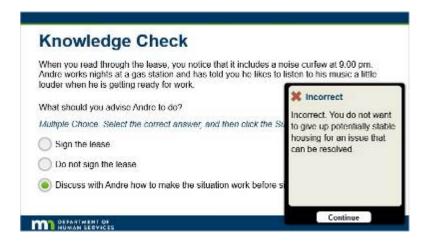
Knowledge Check

When you read through the lease, you notice that it includes a noise curfew at 9:00 pm. Andre works nights at a gas station and has told you he likes to listen to his music a little louder when he is getting ready for work. What should you advise Andre to do? Multiple Choice. Select the correct answer, and then click the Submit button.

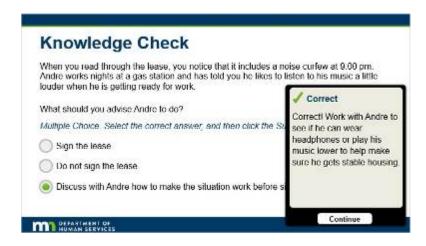
Sign the lease. (Slide Layer)



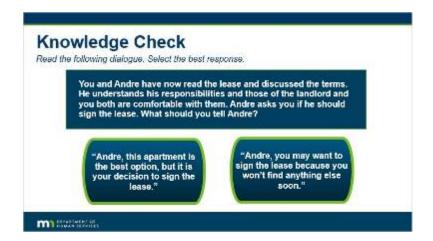
Do not sign the lease. (Slide Layer)



Discuss with Andre how to make the situation work before signing the lease. (Slide Layer)



4.8 Knowledge Check



Notes:

Knowledge Check

Read the following dialogue. Select the best response. You and Andre have now read the lease and discussed the terms. He understands his responsibilities and those of the landlord and you both are comfortable with them. Andre asks you if he should sign the lease. What should you tell Andre?

incorrect (Slide Layer)



Correct (Slide Layer)



4.9 Conclusion for Takeaways and End Screen



Notes:

Takeaways

Section II- Module Six - Moving In

In this module, you learned how to:

Understand rights and lease agreements

Know what assistance programs are available

Avoid scams

Up next is Section Three - Keep Me in My Home

4.10 End Screen



Notes:

Congratulations

You have completed:

Section II- Module five - Moving In

Click the Exit course button to exit the course.