

## **Homeless Prevention Policy**

### **Scope**

This policy applies to all funding streams supporting Homeless Prevention programs administered or subgranted by the City of Spokane. All applicable CHG Guidelines governing Eviction Prevention shall control.

This policy will be in effect February 1, 2026-November 2026 as a pilot initiative. During this period, the Director of HHS, HMIS staff and Coordinated Entry Leads will convene monthly to review data, assess outcomes, and make operational adjustments as needed.

### **Prioritization Criteria**

1. Targeted Prioritization of Households with Imminent Risk of Eviction
  - a. All providers who administer Homeless Prevention (HP) dollars must ensure that at least 60% of referrals meet one of the following criteria:
    - i. Have received a 14-Day Pay or Vacate notice; or
    - ii. Are currently involved in active eviction proceedings.

Documentation verifying one of the above conditions is required and must consist of official legal documentation.

### **Coordinated Entry Monitoring and Referral Process**

Coordinated Entry leads are expected to monitor, at minimum on a weekly or biweekly basis, the number of households entering the system. This monitoring will allow for timely referrals from the CE pool to agencies administering Prevention funds. Referrals should be made in smaller, more frequent batches rather than through monthly reporting cycles. This approach ensures households are connected to services promptly and prevents unnecessary delays within the priority pool.

### **Implementation and Applicability**

Currently, this policy does not apply to By-and-For Organizations. However, if this pilot is successful and we see an increase in connection of prevention dollars to households who meet the above criteria, the City will extend this policy to all Prevention providers.

