



INLAND REGIONAL CENTER

...valuing independence, inclusion and empowerment

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REQUEST FOR NEED

December 10, 2018

To All Interested and Qualified Parties:

Inland Regional Center (IRC) is conducting a Request for Need (RFN) to serve IRC consumers in need of Housing Services. The service provider selected, must embrace IRC's core values of independence, inclusion and empowerment.

The goal is to provide direct support and assistance with activities and processes associated with an individual's preparation for and transition to housing. Furthermore, the service should be made available to support individuals to maintain tenancy once housing is secured. The availability of ongoing housing-related services in addition to other long-term services and supports promotes housing success, fosters community integration and inclusion and develops natural support networks.

These services are:

A) Individual Housing Transition Services:

1. Conducting a tenant screening and housing assessment that identifies the participant's preferences and barriers related to successful tenancy. The assessment includes collecting information on potential housing transition barriers, and identification of housing retention barriers
2. Developing an individualized housing support plan based upon the housing assessment that addresses identified barriers, includes short and long-term measurable goals for each issue, establishes the participant's approach to meeting the goal, and identifies when other providers or services, both reimbursed and not reimbursed by Medicaid, may be required to meet the goal.
3. Assisting the individual with the housing application process. Assisting with the housing search process.
4. Assisting the individual with identifying resources to cover set-up fees for utilities or service access, including telephone, electricity, heating and water, and services necessary for the individual's health and safety, consisting of pest eradication and one-time cleaning prior to occupancy.
5. Assisting the individual with coordinating resources to identify and address conditions in the living environment prior to move-in that may compromise the safety of the consumer

6. Assisting the individual with details of the move including communicating with the landlord to negotiate a move-in date, reading and understanding the terms of the lease, scheduling set-up of utilities and services, and arranging the move of consumers' belongings.
7. Developing a housing support crisis plan that includes prevention and early intervention services when housing is jeopardized.

B) Individual Housing & Tenancy Sustaining Services:

1. Providing the individual with early identification and intervention for behaviors that may jeopardize housing, such as late rental payment and other lease violations.
2. Providing the individual with education and training on the role, rights and responsibilities of the tenant and landlord.
3. Coaching the individual on developing and maintaining key relationships with landlord/property managers with goal of fostering successful tenancy.
4. Assisting the individual in resolving disputes with landlords and/or neighbors to reduce risk of eviction or other adverse action.
5. Providing the individual with advocacy and linkage with community resources to prevent eviction when housing is or may potentially become jeopardized.
6. Assisting the individual with the housing recertification process.
7. Coordinating with the tenant to review, update and modify their housing support and crisis plan on a regular basis to reflect current needs and address existing or recurring housing retention barriers.
8. Providing the individual with continuous training in being a good tenant and lease compliance, including ongoing support with activities related to household management.

IRC strongly encourages all interested and qualified parties to submit a letter of intent to include the following:

- a. Name of Applicant(s)
- b. Contact information
- c. Brief description of experience related to this RFN
- d. Attach a resume(s) and/or credentials (as applicable)

**Applicant must have housing services experience*

IRC is looking forward to a collaborative relationship with service provider(s) who will provide creative and innovative services.

If you have any questions, feel free to contact Sharon Han at (909)890-3369 or via e-mail, Shan@Inlandrc.org.

Sincerely,



Sharon N. Han
CPP & Affordable Housing Specialist