

Home Forward Subsidy Standards

The number of bedrooms on a voucher is based on the number of approved household members. Families can rent a larger unit if the rent is within their subsidy amount. A subsidy standard exception is not required to rent a larger unit.

An extra bedroom may be approved, if necessary, to accommodate the age (50+), health, or disability of a family member if this need cannot be accommodated in the existing space or in another way. **Verification of this need must be provided by a knowledgeable professional, such as a doctor or other medical professional, social worker, or case worker**.

Head of Household:	Family Member requesting accommodation:
Type of accommodation requested:	ve-in Aide 🛛 B. Extra Bedroom
Verification of Need for Subsidy Standard Exception This section must be completed by a knowledgeable professional and returned with supporting documentation.	
A. Live-in Aide: A live-in aide must be essential to the care and well-being of the person. If approved, a separate bedroom will also be approved for the live-in aide.	
1. A live-in aide is necessary to provide the following support services (use back if necessary): Imitial 1. A live-in aide is necessary to provide the following support services (use back if necessary): Imitial 1. A live-in aide is necessary to provide the following support services (use back if necessary): Imitial 1. A live-in aide is necessary to provide the following support services (use back if necessary): Imitial 2. This request is directly related to the person's I age (50+), I health-related need, I or disability.	
3. This condition/need is unlikely to change. Yes No Initial 4. In my professional opinion, a live-in aide is <i>essential</i> to the care and well-being of this person. Yes No	
B. Extra Bedroom: must be used for the intended purpose or other reasonable use approved by Home Forward.	
Initial A separate bedroom is necessary to accommodate or Initial or disability in the following ways:	e this person's 🗌 age (50+), 🗌 health-related need,
Medical Equipment Type, size and dimensions of equipment:	
Therapeutic activities:	
☐ Other:	
2. These activities cannot be done in a shared room or another area of the home for the following reasons (use back if necessary):	
3. This condition/need is unlikely to change.	es 🗌 No
Certification	
Warning : Section 1001 of Title 18 of the US Code makes it a criminal offense to make any willful false statements or misrepresentations to any Department or Agency of the United States as to any matter within its jurisdiction, punishable by fine not to exceed \$10,000 and/or imprisonment of not more than 5 years.	
I certify that I have completely read the criteria for the recommendation listed on the back of this form and completed this form of my own volition. I understand that exceptions to the housing subsidy standards may only be approved when necessary due to age, health-related need, or as a reasonable accommodation due to a disability.	
Signature:	Date:
Name Printed:	Phone:
Title:	Fax:
Agency/Office Address:	

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Home Forward Policy for Subsidy Standards and Subsidy Standard Exceptions

Home Forward determines the subsidy standard and voucher size based upon the guidelines below:

- The subsidy standard does not dictate the size of the unit the family must lease, nor does it determine who within a household will share a bedroom/sleeping room.
- Families may rent units larger than the voucher size if the unit meets the affordability and rent reasonableness test.
 - 1. Home Forward will assign one bedroom for a single head of household or for married or unmarried persons living together in a spousal relationship, and one bedroom for every two people thereafter, regardless of age or sex.
 - 2. The family must request any exception to the subsidy standards in writing. The request must explain the need for the exception to the family unit size and must include appropriate documentation to demonstrate how the extra bedroom is necessary for <u>each</u> family member needing the accommodation.
 - 3. Requests based on health-related reasons must be verified by a knowledgeable professional unless the disability and the disability-related request for accommodation is readily apparent or otherwise known.
 - 4. If a request is approved, the family's continued need for an additional bedroom must be re-verified at each triennial/biennial regular reexamination thereafter.

