



CRISIS HOUSING FUND

for Persons with a Serious Mental Illness

This program is administered by the Minnesota Housing Partnership (MHP) and is funded through a grant from the Minnesota Department of Human Services

Crisis Housing Funds are used to retain current housing while an eligible individual is receiving facility-based mental health or chemical dependency treatment for 90 days or less.

Crisis Housing funds may be requested by an Applicant Agency mailing a completed application, on the behalf of the person assisted, to Minnesota Housing Partnership attention: Crisis Housing Fund. The most recent version of the Crisis Housing Application can be downloaded from Minnesota Housing Partnership's Web site at mhponline.org/crisis-housing/application.

The application must be completed by the Applicant Agency representative. An Applicant Agency is a government unit, nonprofit corporation, Indian Tribe, Health Plan, Behavioral Health Home or mental health service provider that can certify to the accuracy of the information on the application.

- Both the person and the Applicant Agency representative must sign (and initial where required) on the application. Funds cannot be released until original signatures have been received by Minnesota Housing Partnership.
- Applicant Agencies must have offices in Minnesota.
- Person's residence needs to be in Minnesota.
- Include all requested information on the application; including the name and phone number of the Applicant Agency representative. MHP will contact the representative with any questions regarding the request.

Applicant Agencies may request a \$40 fee for processing the assistance only when the Applicant Agency will be disbursing the funds for multiple expenses (e.g., rent and utilities).

Applicant Agencies must maintain on file documentation for each requested use of program funds for three (3) years. This documentation may include copies of invoices, rental leases, mortgage-payment coupons and other expenses paid by the Crisis Housing Fund.

The Applicant Agency is responsible for accounting of all program dollars. Any unused dollars must be returned to MHP within 180 days of receipt of program funds.

Payment will be mailed to the payee identified on the application form within five (5) working days of MHP receipt of the completed application. Payment will be made to no more than one payee per application.

For more information or to apply for Crisis Housing Funds, please visit <http://mhponline.org/crisis-housing>