

# Statewide Referral Network

Information for Service Providers About Properties Supported by IHDA Resources

## Service Provider Steps to Help a Client

### Illinois Housing Search Website

ILHousingSearch.org (ILHS) is a free housing resource to help property managers, owners, and landlords advertise rental properties throughout the State of Illinois. Some unit characteristics expressed on the site include indoor and outdoor amenities, special features, and application requirements. The website is then used by prospective tenants and their housing locators (e.g., service providers) to find units that fit their needs.

### Statewide Referral Network

The Statewide Referral Network (SRN) links vulnerable populations (already connected to services) to affordable, available, supportive housing. Managed by the Statewide Housing Coordinator (SHC), the SRN receives tenant referrals from various Service Providers via the PAIR module. The SHC then verifies eligibility and sends referrals to property owners or managers for their further consideration. The SRN includes both Section 811 units and units made affordable through other funding. Eligible supportive housing populations include persons with any disability or persons experiencing or at-risk-of homelessness (according to the HEARTH act definition). All of these populations must also be persons with 30% or less of Area Median Income (AMI).

### The Pre-Screening, Assessment, Intake, and Referral (PAIR) Module

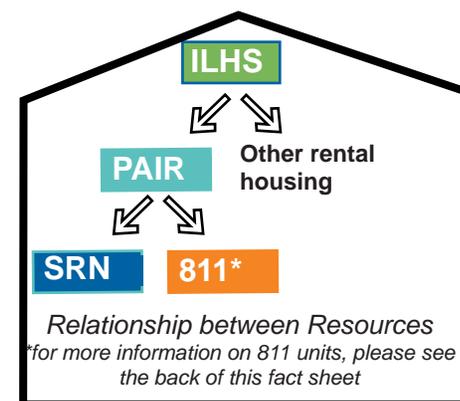
The PAIR module is a waitlist management system for SRN, which includes Section 811 units. It allows for the pre-screening of individuals for eligibility through an initial questionnaire, which collects more details of those who potentially qualify for continued assessment, and provides intake onto a waiting list. The SHC, the designated manager of the waitlist, then facilitates the matching and referral of qualified applicants, to properties with SRN units.

### Questions? Contact

**Waitlist Manager** | Contact Jeri Bond with any questions about the PAIR module.  
(217) 557-3095 | Jeri.Bond@illinois.gov

**Emphasys** | The ILHS and SRN website manager. Contact them for information on how to set up an account on the website.  
(877) 496-4954 | PAIR@emphasys-software.com

1. Contact Emphasys at PAIR@emphasys-software.com to receive a **ILHousingSearch.org Caseworker Portal user agreement**. Complete the form and send it in to receive log in credentials.
2. **Log in** each time to use the search tools and filters and look for units outside the waiting lists. To submit clients on to the SRN and/or 811 waiting lists, you must **complete a pre-screening form**. There are two separate forms for these programs. Once the application is submitted, the PAIR module waitlist manager will accept or deny the application.
3. If an application is accepted, its status will read "Waiting Approved." The PAIR module waitlist manager will then match your client to available properties that fit his or her needs and preferences. Using the email address you provided, the waitlist manager will send a Notice of Availability. You should then **contact your client with information about the unit**. You and your client then have a **3-5 days to respond to the waitlist manager** about the unit.
4. If the client is interested in the property, the waitlist manager will send a referral to the property manager. You must then **work with the property manager to apply for the unit**, as any tenant might. If your client moves into a unit, **please update your client's status online or notify the waitlist manager as soon as possible**. If the client does not accept, or his or her application is denied, they will be put back on the waiting list.



Created by partner agencies IHDA, IDHFS, IDHS, and IDoA



# Section 811 Rental Assistance Program

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## What is the Section 811 Project-Based Rental Assistance Program?

The Section 811 Project-Based Rental Assistance Program provides supportive housing for persons with disabilities, funded and monitored by the U.S. Department of Housing and Urban Development (HUD). The program assists the lowest income people with disabilities to live independently in the community, providing affordable housing linked with voluntary services and supports (e.g., Medicaid Long-Term Services and Supports or State Plan Services).

# \$18 million

More than \$18 million has been awarded to the Illinois Housing Development Authority (IHDA) and its partners (the Department on Aging, the Department of Healthcare and Family Services, and the Department of Human Services) that will make about 500 affordable units available across the State.

## Who is Eligible for Section 811?



Persons eligible to receive Medicaid LTSS or State Medicaid Plan Services



at or below  
**30% AMI**

Persons in one of the three Olmstead Class Action Lawsuits in Illinois (Williams, Colbert, and Ligas), living with a disability and at risk of placement in Long-term care, or living in a State Operated Developmental Center (SODC) can participate. Ligas class members include Intermediate Care Facilities for Developmental Disabilities residents and those selected from the Prioritization of Urgency of Need for Services (PUNS) list for services. All persons must also be eligible to receive Medicaid Long-Term Services and Support (LTSS) or State Medicaid Plan Services, be between the ages of 18 and 61, and have an income at or below 30% of the area's median income (AMI). AMI is determined by HUD census data on a county or metropolitan area.

## How Does Project-Based Rental Assistance Work?

Affordable housing properties funded by IHDA in **communities of preference** (listed in IHDA's Qualified Allocation Plan or QAP for any properties that use Low-Income Housing Tax Credits or LIHTC) for the eligible populations are asked to participate in the Section 811 program.

A portion of the units within an affordable housing development are set-aside to receive Section 811 Project-Based Rental Assistance. **No more than 25% of the development's units can be Section 811**, to ensure a mixed-income community.

### Key points to remember:

- The **Rental Assistance is assigned to a unit/property**, *not* an individual. Individuals can come and go but the rental assistance stays with the units.
- The eligible **tenants pay about 30% of their gross adjusted incomes** toward the rent and the Section 811 Project-Based Rental Assistance pays the difference between what the tenant can pay and the actual rent amount.