

The Community Health Partnership Flexible Housing Fund (CHP-FHF) has set aside funding to remain flexible and accessible to highly vulnerable households experiencing or at risk of experiencing homelessness, or who are experiencing a housing crisis in El Paso County, Colorado. The goal of the Flex Fund is to help households resolve their housing crisis through financial support and move them towards permanent housing solutions.

### REQUESTING ASSISTANCE

- Households interested in requesting funds must go through an eligible Service Provider who will apply on their behalf.
- Referring Service Providers must be a member of the Pikes Peak Continuum of Care (PPCoC).
- Service Providers must submit requests through an online application.
- Households are limited to receiving flex funds once in a 12-month period.
- Requests may combine multiple types of eligible costs totaling no more than \$3,500 per household per year.

### ELIGIBLE PARTICIPANTS

- Have an annual income <80% of Area Median Income (AMI).
- Have explored all available resources
- Lack sufficient resources or support that would otherwise assist them through their housing crisis
- Seek assistance that will help secure or maintain housing
- Have not received flex funds through CHPFHF within the last 12 months

## ELIGIBLE COSTS

- Eviction/Arrears Owed to Previous Landlord
- Fees and Deposits Needed to Apply for Housing
- Lease or Utility Assistance
- Gap Funding
- Rent Increase Due to Renewal
- Hotel/Motel Assistance
- Landlord Mitigation Assistance
- Basic Household Items
- Critical Documents
- Employment & Training

## REQUIRED DOCUMENTATION

- Supporting documents must be emailed to [flexfund@ppchp.org](mailto:flexfund@ppchp.org) within 10 business days of applying.
- It is the responsibility of the Service Provider to submit all required documentation.
- Please refer to the CHP-FHF Policies & Procedures for specific examples of required documentation.

## PROCESS OF APPROVAL AND PAYMENT

- The Service Provider will receive a response between 1-3 business days once an application is submitted.
- The Service Provider will be the point of contact with CHP for follow-up and status updates.
- Payments will be made directly to the Service Provider or a 3rd party vendor.
- Agencies that do not receive prior approval from CHP will not be issued funds or reimbursements.

For more information visit [www.ppchp.org/flexfund](http://www.ppchp.org/flexfund) or email [flexfund@ppchp.org](mailto:flexfund@ppchp.org).

