

900 Morrissey ACOP Language

Marketing:

Marketing will follow the property owner's approved Affirmative Marketing and Tenant Selection Plan. In addition, the Mayor's Office of Housing will utilize said plan language to advertise to its network of homeless service providers.

Eligibility:

All units at 900 Morrissey are Homeless Set-Asides Units. Therefore, all clients must meet either category 1 or 4 of HUD's definition of homelessness.

Category One: Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

1. Has a primary nighttime residence that is a public or private place not meant for human habitation;
or
2. Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); **or**
3. Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

Category Four: Any individual or family who:

1. Is fleeing, or is attempting to flee, domestic violence;
2. Has no other residence; and
3. Lacks the resources or support networks to obtain other permanent housing

How to Apply:

The public waitlist for the property is accessible by enrolling clients in the Boston's Continuum of Care (CoC) Coordinated Entry system and by filling out a Pathways Assessment with a certified Pathways Assessor. Individuals can receive an assessment in person, via Zoom, or on the phone if they do not already have an assessment completed. To schedule a Pathways Assessment, please reach out to HomeStart at:

Phone: 857-693-1395

Email: jennings@homestart.org

Walk-in Hours: 105 Chauncy St. #502, Tuesdays and Thursdays, 10:00am-4:00pm

Pathways Assessment are also accessible through other certified Pathways Assessors based out of emergency shelters providers or other non-profit homeless serving organizations. To take a 2024 Pathways Assessment, a client must be homeless. Once a client has taken a 2024 Pathways Assessment,

they will be placed on the 900 Morrissey waitlist and will also be eligible for other housing placements within the Coordinated Entry system. If a client is not interested in other housing placements within the Coordinated Entry System, they will be able to reject any housing opportunities that are offered to them. The client's rejection of other housing opportunities will have no impact on their place on the 900 Morrissey waitlist.

Waitlist management:

The public waitlist will be stored in the Boston CoC's Coordinated Access System. This online database and tool will be supervised and maintained by the Mayor's Office of Housing and HomeStart.

Opening and Closing of the Waitlist

The waitlist will be opened upon HUD approval on [Month, Day, Year to be added later] at which point clients on the waitlist will be referred to vacancies. The waitlist will remain open until all vacancies in the program have been filled, at which point the waitlist will effectively be closed. Clients who are enrolled in the Boston CoC's Coordinated Entry System and have received a Pathways assessment will be eligible for the program if there is turnover of unit(s), at which point the waitlist will be effectively re-opened to fill the vacant unit.

If the waitlist is permanently closed, and the Boston Housing Authority will take over the management of a new 900 Morrissey waitlist, Boston CoC's Coordinated Entry System will alert all Assessors associated with a client (clients) on the 900 Morrissey waitlist of the permanent closure and the ability to apply to the new 900 Morrissey waitlist through the Boston Housing Authority.

Adding and Removing an applicant from the waitlist

Clients will be added to the Public Waitlist (CE System) via the Pathways 2024 Assessment. The Pathways 2024 Assessment is open to clients every day at various times and locations throughout the City of Boston. Modes of assessment include in person, phone, and virtual-either by appointment or not. Certified Pathways Assessors complete the assessment in a variety of settings including, but not limited to, shelters, medical facilities, call centers, social service day centers, and on the streets and places not meant for human habitation. There are currently nearly 100 Assessors throughout the City of Boston. Said Assessors complete the Pathways 2024 Assessment, collect all necessary releases of information, uploads said documents, and enrolls the Bostonian in the required confidential Homeless Management Information systems.

Clients are removed from the waitlist when they are considered inactive in Coordinated Entry. A client will be considered "inactive" if they have not stayed in a Boston emergency shelter, stayed in a Boston transitional housing program, or stayed overnight outside or in a place not meant for human habitation in Boston during the last 90 nights.

Providing a Notice to Appeal When Removed From The Waitlist

Clients who are removed from the waitlist due to 90+ days of inactivity will be notified in two ways. First, the Mayor's Office of Housing will notify the applicant's Pathways Assessor via email to request a client update. Second, the client will receive a mailed notice with the reason for removal and an appeal form.

If the client is removed from the waitlist due to TCB or BHA screening requirements, the respective entity will notify the applicant via email to their last known address. This notice will also include the reason for removal and an appeal form.

Prioritization:

Clients will be prioritized based on length of time homeless in the City of Boston. First matching preference will be given to clients 62+ years of age, per the 900 Morrissey Affirmative Marketing and Tenant Selection Plan. The priority matching plan will follow the below sequential order:

- 1. Clients aged 62+ with at least 365 days homeless.** Matching will start in descending order with clients aged 62+ with the most days homeless over 365 days being matched first. Once all clients 62+ with at least 365 days homeless are matched, matching will start for #2 Clients 62+ with at least 180 days homeless.
- 2. Clients 62+ with at least 180 days homeless.** Matching will start in descending order with clients aged 62+ with the most days homeless over 180 days but less than 365 days being matched first. Once all clients 62+ with at least 180 days homeless but less 365 days homeless are matched, matching will start for #3 Clients of any age with at least 365 days homeless.
- 3. Clients of any age with at least 365 days homeless.** Matching will start in descending order with clients of any age with the most days homeless over 365 days being matched first. Once all clients of any age with at least 365 days homeless are matched, matching will start for #4 Clients of any age with at least 180 days homeless.
- 4. Clients of any age with at least 180 days homeless.** Matching will start in descending order with clients of any age with the most days homeless over 180 days but less than 365 days being matched first.

Screening by Building Owner (The Community Builders, Inc):

The building owner (The Community Builders, Inc.) will be conducting suitable screening based on criteria listed in their approved Affirmative Marketing and Tenant Selection Plan as well as screening for Low-Income Housing Tax Credit requirements for clients who are prioritized for units at 900 Morrissey.

Appeals:

If an applicant does not meet the requirements of the Homeless Set Aside (HSA) units, they will be provided a letter in-person or sent by first class mail stating they are not eligible for the HSA units and will not be put on the 900 Morrissey waitlist. The client can appeal that decision with the Boston Housing Authority. For appeals or grievances not associated with eligibility or preferences, Clients can file other appeals and grievances via the [Coordinated Entry Grievance policy](#).