

*What are HEN Funds?*

HEN Funds are included in the Consolidated Homeless Grant (CHG) contract and assist in paying:

- Rental Assistance
- Data Collection and Reporting activities
- Utility Assistance
- Essential Needs

*Who is eligible to receive HEN Funds?*

Homeless clients and clients at imminent risk of homelessness receiving HEN services, are REQUIRED to obtain a HEN Referral from the Washington State Department of Social and Health Services (DSHS) as documented in the Benefits Verification System (BVS).

*What are eligible HEN Essential Needs Expenses?*

- Personal health and hygiene items such as toothpaste, shampoo, and toilet paper.
- Household supplies such as laundry and dish soap, light bulbs, and batteries.
- Bus passes, limited transportation.
- Laundry tokens (unused tokens cannot be exchanged for cash at the laundromat.)
- Automobile fuel vouchers. Grantees need to ensure that the vouchers cannot be exchanged for cash and they should be in limited/reasonable quantities.

*What is the Income Eligibility Requirements to receive HEN Rent Assistance?*

INCOME ELIGIBILITY REQUIREMENTS			
Interventions	Length of Program	Homeless	At Imminent Risk of Homelessness
HEN Rent Assistance	No time limit	Enrollment: DSHS HEN Referral  Recertification: DSHS HEN Referral and at or below 30% AMI	Enrollment: DSHS HEN Referral  Recertification: DSHS HEN Referral and at or below 30% AMI

*What is the Administration cap for HEN reimbursed costs over the course of the grant period?*

Up to 15 percent of total non-HEN reimbursed costs and up to 7 percent of total HEN reimbursed costs over the course of the grant period may be used for administration.