**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?**

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<thead>
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<th>INCOME ELIGIBILITY REQUIREMENTS</th>
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<td>HEN Rent Assistance</td>
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**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.