



## DDD Housing Assistance: Frequently Asked Questions

### Will the Division of Developmental Disabilities (DDD) offer housing assistance in the Fee-for-Service system?

While “room and board” is not a Medicaid eligible service, the Division of Developmental Disabilities (DDD) recognizes that housing is an important resource for any individual. DDD is pleased to be able to provide rental subsidies to eligible individuals who have been enrolled in or transitioned into the Fee-for-Service system, to help cover the cost of housing, *as annual budget allocations allow*.

DDD-funded rental subsidies will be administered by the **Supportive Housing Connection (SHC)**, which is a partnership between the NJ Housing and Mortgage Finance Agency and the NJ Department of Human Services (DHS). Subsidies will be issued through an **SHC housing voucher**.

### Who can apply for an SHC housing voucher?

To apply for an SHC housing voucher an individual must:

- Meet the functional criteria for DDD eligibility
- Have current and active Medicaid
- Have a current NJ Comprehensive Assessment Tool (NJ CAT):  
[www.nj.gov/humanservices/ddd/resources/njcat.html](http://www.nj.gov/humanservices/ddd/resources/njcat.html)
- Have an assigned Support Coordinator



Applicants who may qualify for an SHC housing voucher include:

- Individuals with existing housing instability
- Individuals receiving or planning to receive services from the Supports Program
- Individuals enrolled on the Community Care Waiver (CCW) who are self-directing their services in an unlicensed residential setting
- Individuals on the CCW Waiting List who have been reached in the current fiscal year initiative

### What type of housing does an SHC housing voucher cover?

In most cases, SHC housing vouchers will be provided for one-bedroom rental units. If an individual will be living with other paying tenants (this does not include family members or support staff), an SHC housing voucher may be approved for a rental unit with more than one bedroom. The SHC will conduct initial, annual, and any other needed unit inspections.

An SHC housing voucher will subsidize rental units that are at or below Published Rent Standards:  
[www.nj.gov/humanservices/ddd/documents/published\\_rent\\_standards.pdf](http://www.nj.gov/humanservices/ddd/documents/published_rent_standards.pdf).

- Rental units that are not licensed through DHS will be inspected by SHC and must meet and maintain Housing Quality Standards established by the United States Department of Housing and Urban Development.
- Rental units licensed through DHS will be inspected by the DHS Office of Licensing and must meet and maintain standards identified in N.J.A.C. 10:44A – *Standards for Community Residences for Individuals with Developmental Disabilities*:  
[www.state.nj.us/humanservices/ool/documents/10\\_44A\\_eff\\_4\\_18\\_05.pdf](http://www.state.nj.us/humanservices/ool/documents/10_44A_eff_4_18_05.pdf)

### Will the SHC housing voucher pay the individual's entire monthly rent?

The SHC housing voucher will not pay the entire monthly rent. An individual who receives an SHC housing voucher will be required to pay 30% of his/her gross income (Including SSI benefit, SSD benefit if applicable, and employment wages) directly to the landlord. The SHC will pay the remainder of the monthly rent amount directly to the landlord.

### Will the SHC housing voucher pay for needed services and supports?

The SHC housing voucher provides rental assistance only and does not provide funding for disability-related services and supports. Before applying for a housing voucher, it is important that an individual work with his/her Support Coordinator to ensure that his/her budget can fund needed services and supports within the desired rental unit.

### How can an individual apply for an SHC housing voucher?

An individual who is interested in applying for an SHC housing voucher should talk with his/her Support Coordinator (an individual must have an assigned Support Coordinator to request an SHC housing voucher). The Support Coordinator will then take the following steps (referenced forms are located at [www.nj.gov/humanservices/ddd/resources/community/](http://www.nj.gov/humanservices/ddd/resources/community/)):

- The Support Coordinator will complete and submit the **Housing Voucher Eligibility Determination Form** to DDD
- If the request is approved, the Support Coordinator will be provided the **Tenant Information Form** and will be directed to complete and submit it to DDD within 5 business days
- Once Tenant Information Form is received by DDD, the individual will be referred to the **Supportive Housing Connection (SHC)**

Individuals approved for an SHC housing voucher will be contacted by a **DDD Housing Subsidy Specialist**, who will explain next steps in the process.

**PLEASE NOTE:** When an individual applies for and accepts an SHC housing voucher, it is important that he/she understand the rules and requirements, which are included in the DDD Housing Assistance Policy and the DDD Rental Subsidy Agreement, found here: [www.nj.gov/humanservices/ddd/resources/community/](http://www.nj.gov/humanservices/ddd/resources/community/).

For more information, please contact **732.968.4222** and  
 Ask to speak with someone in the **DDD Housing Subsidy Unit**