

**Emergency shelters and transitional housing sites funded through ESTH are required to meet the following standards:**

1. Emergency shelters and transitional housing sites have the capacity to resolve a household's immediate housing crisis by providing overnight lodging in a safe physical environment including:
  - a. The building is structurally sound to protect the residents from the elements and does not pose any threat to the health and safety of residents.
  - b. The site provides each program participant with an acceptable place to sleep and adequate space and security for themselves and their belongings.
  - c. Each room or space within the site has a natural or mechanical means of ventilation. The interior air is free of pollutants at a level that might threaten or harm the health of residents.
  - d. The water supply is free of contamination.
  - e. Each program participant has access to sanitary facilities that are in proper operating condition, are private, and are adequate for personal cleanliness and the disposal of human waste.
  - f. The site has any necessary heating/cooling facilities in proper operating condition.
  - g. The site has adequate natural or artificial illumination to permit normal indoor activities and support health and safety.
  - h. There are sufficient electrical sources to permit the safe use of electrical appliances.
  - i. The site is maintained in a sanitary condition.
  - j. The site has adequate provisions for garbage removal and pest control.
  - k. The site has adequate provisions to ensure that sleeping surfaces and linens are sanitized on a regular basis.
  - l. There is at least one working smoke detector in each occupied room/unit of the site.
  - m. Where possible, smoke detectors are located near sleeping areas.
  - n. All public/shared areas of the site have at least one working smoke detector.
  - o. The fire alarm system is designed for hearing-impaired residents.
  - p. There is a second means of exiting the building in the event of fire or other emergency.
  - q. The site has adequate first aid supplies available at all times in an area readily accessible.
  - r. The site has adequate telephone and emergency telephone number access in an area readily accessible.
2. Emergency shelters and transitional housing sites shall maintain the following general operations standards:
  - a. The funded agency is a registered business entity in good standing that is a 501(c)3 nonprofit agency or local unit of government that operates its principal place of business in the State of Michigan.
    - i. Federally-recognized Michigan tribes, groups of federally recognized Michigan tribes, OR entities wholly owned or controlled by a federally recognized Tribal Nation that share geography with the state of Michigan **cannot apply directly**. Entities matching this description must work with an eligible entity as fiduciary and can be awarded as a subrecipient.
  - b. The funded agency maintains participant and program records in a secured area.
  - c. Emergency shelters have on-site staff coverage during hours of operation; transitional housing sites have staff available to address resident needs in a timely manner, including non-traditional business hours.
3. Emergency shelters and transitional housing sites shall meet the following operating conditions:
  - a. Emergency shelters must provide access to a minimum of two meals per day.
  - b. Emergency shelter and transitional housing sites must ensure that food preparation areas contain suitable space and equipment to store, prepare, and serve food in a safe and sanitary manner.

4. Emergency shelters and transitional housing sites shall be low-barrier and equal access, meaning:

- a. The site is accessible for all clients in accordance with: a. Section 504 of the Rehabilitation Act; b. Title II of the American Disabilities Act; and c. The Fair Housing Act (42 U.S.C. 3601 et seq.).
  - b. Sobriety is not a condition for entry, stay, or access to services. Rules address behaviors, not the cause of behaviors, to ensure safety and security of guests and the facility.
  - c. Does not discriminate on the basis of sexual orientation, gender identity, or family composition.
    - a. Households presenting as a family must be provided emergency shelter or transitional housing together as a unit and not involuntarily separated.
  - d. Has capacity to serve consumers that need accessibility accommodations.
  - e. Participation in religious-affiliated activities as a condition of entry, stay, or access to the site is not permitted.
5. Emergency shelters and transitional housing sites shall work cooperatively with other members of the Continuum of Care (CoC), Local Planning Body (LPB) of the Balance of State CoC, or tribally recognized homeless crisis response system to provide needed services to rapidly and effectively exit from emergency shelter and transitional housing to permanent housing using available community resources and utilizing shelter diversion when appropriate. Including:
- a. Participates in the local coordinated entry/access system.
  - b. Participates in the Homeless Management Information System (HMIS).
  - c. Practices real-time data entry and ensures complete client records are entered.
  - d. Collaborates with the local Housing Assessment and Resource Agency (HARA).
  - e. Provides or ensures documentation of housing case management.
  - f. Provides or ensures linkages to mainstream resources.
  - g. Practices shelter diversion when applicable.
  - h. Upholds a Housing First approach and utilizes Rapid Re-Housing resources and other community resources in accordance with best practices.
  - i. Uses data to measure effectiveness and inform service delivery improvements.

### Agency/Staff Certification

Organization Name:

By signing this certification of Minimum Standards for Emergency Shelter and Transitional Housing, I hereby certify, under penalty of perjury, that I have read, understand, and will adhere to all the requirements and standards provided above as a prerequisite for MSHDA ESTH funding. To the best of my knowledge, all properties for which MSHDA ESTH funding will be used meet MSHDA's Minimum Standards.

Authorized Official Name:

Title:

Signature:

Date: