

Stepping Up Assessment Tool

Stepping Up is a request to transfer from rapid rehousing to a higher level of support to meet the household's needs to maintain housing stability. For example, if rapid rehousing is not providing the appropriate level of financial assistance necessary to maintain housing stability, please complete this assessment to request a higher level of rental assistance.

Applicant Information

Full Name: _____ DOB: _____

Address: _____ City: _____

Address Line 2: _____ State: CALIFORNIA

Email: _____ Phone Number: _____

Service Provider Information

Case Manager Name: _____ Contact Information: _____

Agency Name: _____ Housing Program Name: _____

This is an emergency transfer request: Y / N

Eligibility Requirement

- Y / N Current Housing Program Receives Referrals from Orange County Coordinated Entry System
- Y / N Is Not a Lifetime Registered Sex - Offender
- Y / N Have Not Been Convicted of Manufacturing Meth in Public Housing
- Y / N Does Not Have a Current Warrant
- Y / N Does Not Have Any Current Rent Violations
- Y / N Does Not Owe Any Public Housing Agency or the Property Management Company
- Y / N At least one member of the household is a citizen or has eligible immigration status

If you answered "Yes" to all of the above questions, please complete the assessment.

Note: While mixed status households are eligible, rental assistance will only be provided for US citizens or household members with appropriate immigration status. This may make your housing unaffordable.

Checklist



Stepping Up Assessment



Housing Authority Intake Packet and Supporting Documents

Stepping Up Assessment

	1	2	3	Score
Income Amount	Household income is less than 50% AMI	Household income is less than 30% AMI	Household income is less than 15% AMI	
Income Potential	Household is likely to increase their income through employment and/or benefits in the next 12 months	Household is unlikely to increase their income through employment and/or benefits in the next 12 months	Household is on fixed income and has limited ability to increase their income	
Rent Payment	All rent is past due for the past three months	Partial rent is past due for the past three months	No rent is past due for the past three months	
Utilities	Household does not have sufficient income to meet basic needs and pay for utilities	Household has sufficient income to meet basic needs and pay for reduced cost utilities	Household has sufficient income to meet basic needs and pay for utilities	
Lease Compliance	Household has had more than 2 lease violations in the past three months	Household has had 1-2 lease violations in the past three months	Household has not had any lease violations in the past three months	
Disabling Condition	None of the household members have a permanent disabling condition		At least one household member has a permanent disabling condition	
Service Needs	Household is not connected with any services in the community	Household is connected with some services, but there are other services that they need	Household is connected with the services they need in the community such as primary health care provider, mental health services, childcare services or other specialized services	
TOTAL				