Anoka County

Provider Guide to Group Residential Housing
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Introduction

Group Residential Housing (GRH) is a state-funded income supplement for housing and housing supports for people with disabilities. Counties are responsible for ensuring a GRH Agreement is in place with an authorized provider and for administering the funding to the providers.

In Anoka County, the Community Social Service and Behavioral Health Department is responsible for the evaluation and the approval for all GRH Agreements. Providers will also work with the Economic Assistance Department, once approved for an agreement to facilitate the payments for eligible GRH participants. Depending on the type of setting, providers will need to secure all needed State of Minnesota (DHS and MDH) licensing/registrations prior to the approval of a GRH Agreement. The providers will also need to secure all needed licensing, variances and inspection certifications required by the local city/township where the facility is located.

This guide is for existing GRH providers and providers who are interested in pursuing GRH funding. Within the guide you will find the steps necessary to obtain a GRH agreement and expectations that come along with the GRH agreement.

Minnesota’s Group Residential Housing Program

Group Residential Housing (GRH) is a state-funded program that pays for an income supplement each month to pay for room and board for seniors and adults with disabilities who have low income. The program aims to prevent or reduce homelessness and institutionalization. GRH pays rent, utilities, household needs and, under some circumstances, food and/or services for individuals found eligible for GRH through Economic Assistance. The amount of a GRH payment is based on a federal and state standard of what an individual would need, at a minimum, to live in the community. In some cases, GRH may pay a supplemental amount to the basic rate. Licensed or registered settings that can qualify for a GRH Agreement can include adult foster care homes, boarding and lodging, supervised living settings, noncertified boarding care homes, housing with additional services establishments and other assisted living, and long-term homeless supportive housing.

Before the funds may be used, the participant, the living situation, & provider must meet statutory eligibility requirements.

- Provider Eligibility for GRH funding is determined by Anoka County Community Social Services and Behavioral Health department.
- Participant eligibility is determined by Anoka County Economic Assistance department and is based on income, assets and disability.

With few exceptions, GRH is available only for eligible participants living in settings licensed or registered by the state of Minnesota through the Department of Human Services (DHS) and/or the Department of Health (MDH).

GRH Rate: The GRH rate is set by the state and is automatically adjusted each year based on changes in the Federal Benefit Rate (FBR) of the Supplemental Social Security Income (SSI) program and changes in the value of food support for an individual. Since GRH is an income supplement to pay for room and board, many GRH provider’s also must rely on other sources of funding for the services they provide to participants. These can include the GRH Supplemental Service Rate (Rate 2), Adult Foster Care Difficulty of Care, payment for treatment through Minnesota Health Care Programs, Medicaid Waivered Services, County Purchase of Service funds, and private donations.
If approved for a GRH Agreement, payment is then “vendor-paid” by the Minnesota Department of Human Services (through the local county Economic Assistance Department) to the owner/manager of the living situation on behalf of the eligible person. The vendor is the entity that receives the payment from the state, and pays it toward the room and board housing and service costs. The vendor may or may not be the same entity as the owner or landlord, and is often the housing or service provider.

**Completing an application is not a guarantee the vendor/provider will be approved for an Anoka County GRH Agreement and no payments are issued until there is a signed GRH Agreement. Funding for eligible individuals can only begin as of the date the GRH Agreement is executed.**

For more information visit the GRH section of the [DHS website](https://dhs.state.mn.us) and the Minnesota Revisor website for [GRH State Statute](https://revisor.mn.gov).
General Information for all GRH

Although each GRH program is unique, they all share some common components.

**Individual Eligibility**

Determined by the County Economic Assistance Department the participant resides in.

- Must be 18 and older and disabled or elderly.
- Must meet a basis of eligibility for General Assistance (GA) or Social Security Insurance (SSI).
- Countable income: must be less than maximum benefit.
- Countable assets: must be within the asset limit for the program.
- Individual may have to complete a Combined Application Form (CAF) to apply for the program.

Refer individuals to their financial worker or to the Anoka County EZ Information line 763-422-7200, with questions regarding eligibility or how to apply.

**GRH Benefit Payment Structure**

GRH benefits are paid directly to the GRH provider by the county the services the individual’s case. Payments may be paid in two ways:

- **Pre-payments**: this type of payment would be issued at the beginning of the month for individuals eligible for GRH. The majority of GRH providers receive this type of payment.

- **Post-payments**: this type of payment is issued at the end of the month for individuals eligible for GRH.
  - Post payments must be issued when:
    - An individual’s placement in a GRH setting is expected to last 30 days or less.

**Basic individual GRH monthly budget for a General Assistance Recipient:**

- Paid to the provider (aka Vendor) by the State:

  **Room and Board Rate**
  - Used for rent, utilities (including phone), household needs and transportation.
    - Food preparation and service for three nutritional meals a day on site;
    - A bed, clothing storage, linen, bedding, laundering, and laundry supplies or service;
    - Housekeeping, including cleaning and lavatory supplies or service; and
    - Maintenance and operation of the building and grounds, including heat, water, garbage removal, electricity, telephone for the site, cooling, supplies, and parts and tools to repair and maintain equipment and facilities.
  - **IT CAN NOT PAY FOR SERVICES, CLOTHING, AND MEDICAL COSTS.**
  - **Housing Rate is adjusted July 1 each year.**

  **Supplemental Service Rate**
  - Not all providers are eligible to receive a Supplemental Service Rate. (See each program’s requirements for additional information.)
If the vendor is authorized to provide Supplemental Services in the GRH Agreement, the service rate payments cannot be used to pay for housing, utilities, household supplies, or other things related to room or board.

GRH Required Supplemental Service Rate services include:
- Assistance with Transportation
- Arranging meetings and appointments
- Arranging medical and social services
- Medication reminders
- Up to 24-hour supervision

GRH Supplemental Service Rate services in community settings include:
- Help to find and apply for housing
- Advocate for tenant during landlord negotiation
- Help tenant understand terms of lease
- Be available if problems arise with landlord, neighbors, etc.
- Help ensure community integration
Requirements of all GRH

While each type of GRH housing setting has slight variations in the way they are licensed and the services they provide, there are requirements that pertain to all GRH providers through the GRH Agreement. These expectations are:

✓ The “Group Residential Housing Rate” or the “Housing Rate” be used for shelter, fuel, food, utilities, household supplies, and other costs necessary to provide room and board. Examples of these expenses may include: toilet paper, bed linens, shampoo, toothpaste, garbage bags, etc.

✓ A portion of the “Housing Rate” must be spent each month on food for each participant. The amount required to be spent on food may or may not change each year on July 1. This amount is based on determinations of the Federal Food Support Programs (SNAP). The provider must inform individuals they are eligible for SNAP upon discharge from the GRH facility and/or program. Providers may be required to provide documentation to prove food purchase that meet SNAP requirements.

✓ Provider must maintain all necessary licenses through the appropriate licensing authority.

✓ Provide a list of residency requirements that include violations that could result in eviction.

✓ Background checks are required for all employees and volunteers who have direct contact (provide face-to-face care, training, supervision, counseling, consultation, or medication assistance) with recipients, or who have unsupervised access to recipients, their personal property, or their private data.

✓ All staff members who have direct contact with recipients must have skills and knowledge acquired through one or more of the following:
  o A course of study in a health or human services-related field leading to a bachelor of arts, bachelor of science, or associate’s degree; or
  o One year experience with the target population served (can include being a member of the target population served); or
  o Experience as a Minnesota Department of Human Services certified peer specialist

✓ Meets requirements of unlicensed personnel under Minnesota Statutes sections 144A.43 to 144A.483

✓ Provider and staff are required to complete two online DHS trainings:
  o Vulnerable Adult Mandated Reporting from DHS
  o GRH Orientation

✓ Staff are required to have valid driver’s license if transporting participants.

✓ The agreement can be terminated in writing by Anoka County or the provider, with or without cause, with two calendar months prior notice.

✓ Minnesota Department of Human Services has the right to suspend or terminate the GRH agreement immediately when it is determined the health or welfare of the housing or service recipients is endangered, or when there is reasonable cause to believe that the provider has breached a material term of the agreement.
**GRH Settings**

**Adult Foster Care (Corporate and Family)**
Adult Foster Care (AFC) is a type of housing for people with disabilities and seniors who need some daily care. Some caregivers own and live in the homes they provide care in, while others are employees paid to live on site. When the caregiver lives in the home, it is called Family Adult Foster Care.

AFC homes house one to four adults with disabilities and seniors who live together, typically each with their own bedroom. The living room, bathrooms, kitchen, and any other rooms are often shared. GRH may pay up to the full cost of room, board, and services, depending on the participant’s income, eligibility for a AFC-Difficulty of Care rating or eligibility for MA-Waiver programs. Services provided to individuals may also include the delivery of personal care, household and living skills assistance or training, medication assistance and assistance safeguarding cash resources.

*The State of Minnesota has a moratorium on new corporate adult foster care settings, and has capped the number of homes allowed. Counties cannot grant licenses for corporate applicants unless those providers plan to serve specific individuals who meet certain criteria. The county has no information about when the state will lift the moratorium.*

**Program and Building Eligibility**
Adult foster care homes are licensed by the Minnesota Department of Human Services (DHS) which delegates the licensing responsibilities to Anoka County. [http://www.anokacounty.us/611/Adult-Foster-Care](http://www.anokacounty.us/611/Adult-Foster-Care)

**Participant Eligibility and Application**
Beyond the requirements listed in Guidelines for all GRH Programs: Individuals living in an adult foster care setting must have some type of functional impairment that make it difficult for them to live alone. MnCHOICES Assessments can help determine if participants would qualify for waiver programs and additional services. For additional information about MnCHOICES assessments, call Anoka County Long Term Services and Supports at 763-323-6089.

**Housing with Service Establishments**
Housing with services establishments provide sleeping accommodations to one or more adult residents, and offer one or more regularly scheduled health-related services, or two or more regularly scheduled supportive services. Supportive services can be offered or provided directly by the establishment or by another entity arranged for by the establishment. Housing with Services Establishments can function as assisted living, customized living settings, or support participants to live independently in the community.

**Program and Building Eligibility**
Housing with Service establishments must register as [Housing with Services](http://www.anokacounty.us/611/Adult-Foster-Care) through Minnesota Department of Health (MDH). Housing with Services Establishments who provide home care services for a fee must maintain a Comprehensive Home Care license. Establishments are required to be licensed by Anoka County Environmental Services for a Lodging Establishment License (when the setting includes 5 or more units) and a Food and Beverage Establishment License if staff prepare food for participants.
**Participant Eligibility and Application**

**MNChoices Assessments** can determine eligibility for 24 hour customized living/assisted living. For additional information about MNCHOICES assessments, call Anoka County Long Term Services and Supports at 763-323-6089.

**Board and Lodge**

Board and Lodging are licensed, congregate settings that offer a room (often shared) and three meals a day to eligible adults and, occasionally, families. Board and Lodges can vary in size, with five or more people living together. Some settings are short-term, time-limited; others may be supportive housing with no specific time limit. Board and Lodges can require participation in skills training or other programming; others have no service requirements. Each Board and Lodge setting can look very different.

*In following the priorities by CSS&BH Department, all Board and Lodge settings requesting a new GRH agreement after 6/30/16 will be no more than 16 beds.*

**Program and Building Eligibility**

Board and Lodges are required to be licensed by Anoka County Environmental Services for a Lodging Establishment License, and/or a Food and Beverage Establishment License when staff prepare food for participants. Board and Lodges with a Service Rate must also have a Special Services Registration with the Minnesota Department of Health (MDH).

**Participant Eligibility and Application**

Beyond the requirements listed in Guidelines for all GRH Programs: The target population may be specialized to one disability group (usually persons with a mental illness or substance abuse diagnosis) or gender, or the setting may serve a mix of persons who need and want the level of care provided.

**Long Term Homeless Programs**

The purpose of the GRH Long Term Homeless Program is to house individuals who have a disabling condition and have experienced long periods of homelessness through tenant-based supportive housing opportunities in integrated housing. Tenant-based rent subsidies and housing support services follow individuals over time and across housing choices, providing maximum financial and emotional continuity. This approach minimizes the demands on individuals of forming new relationships with different service providers if the individual graduates or fails at a specific or site-based program.

*Using GRH to provide housing to individuals who have experienced long term homelessness is consistent with Olmstead v. LC, 119 S. Ct. 2176 (1999), which requires maximizing integration.* The intent is to assist individuals to successfully access rental market housing and to maintain stable housing with the assistance of effective services that meet their needs and preferences. Some people will need intensive, highly professionalized services while others will want a more supportive approach; many will have needs and preferences that change significantly over time.

**Program and Building Eligibility**

- Housing Program needs a GRH Agreement with Anoka County specific to the Long Term Homeless Program.
- Housing Program must participate in the Homeless Management Information System (HMIS) and Anoka County Coordinated Entry process.
- Housing where a person receives GRH for supportive housing must pass a habitability inspection ([Habitability Inspection Form](#)) to be completed by the provider.
• The GRH participant must sign a lease agreement with a landlord that outlines the responsibilities of the tenant and the responsibilities of the landlord.
• Housing Program needs a Housing Plan with each tenant that addresses the following service requirements:
  o Help with finding and applying for permanent, affordable housing
  o Advocating for tenant during landlord negotiation
  o Help tenant understand terms of lease
  o Be available if problems arise with landlord, neighbors, etc.
  o Help ensuring community integration

**Individual Eligibility**

Beyond the requirements listed in Guidelines for all GRH Programs, the individual must:
• Meet MN Housing’s LTH definition: Continuously homeless (lacking a fixed, adequate night time residence) for the last year or 4 times in the last 3 years. Any period of institutionalization or incarceration are excluded when determining the length of time the household has been homeless. **Qualified shelter stay is no longer required.**
  o Use [MN Housing LTH verification form](#) to show proof of eligibility
• Be low income (under 30% of the area’s median income)
• Adults age 65 or older, or adults age 18 or older with a certified disability or disabling condition that prevents work to the level of self-support. [Professional Statement of Need](#) is a brief form that qualified professionals or county designees will complete to authorize payments for GRH supplemental services, and/or to demonstrate a disabling condition for a GA/GRH basis of eligibility.
• Provide verification of Coordinated Entry Assessment.

**GRH Demo**

The GRH Demonstration Project dates back to July 1, 1996 when state legislation allowed for the use of GRH in a metro demonstration project for non-licensed settings. The GRH Demonstration Project is still only available in three metro counties: Hennepin, Dakota, and Anoka, as it was never expanded beyond the initial demonstration project. This demonstration was intended to operate as a rental assistance program, based on HUD’s Section 8 structure, where households pay up to 30% of their income toward rent and utilities. Since its inception, many families have been served with this project, with GRH payments varying according to unit size and geographic location.

*Anoka County currently operates the GRH Demo project through one service provider. Per DHS, Anoka County cannot expand this program at this time.*
Establishing a New GRH Agreement

All programs wanting to access GRH funds are required to complete an Anoka County GRH application. Once an application has been submitted, Anoka County staff will determine if the program meets an unmet need and aligns with Anoka County GRH priorities. If the vendor is approved, a GRH Agreement will be completed and mailed to the applicant.

GRH Priorities for all Settings

The Community Social Service and Behavioral Health (CSSBH) Department has established the following priorities as a guide when evaluating applications for a new GRH Agreement and if a current GRH Agreement will be renewed after the annual expiration data.

- Individuals live as independently and autonomously as possible.
- Individuals will chose where they live, with whom, and in the most integrated setting appropriate to their needs.
- Individuals in GRH funded shared housing who have a disability will reside in settings that are integrated into the community and throughout Anoka County.
- Individuals must have the right to choose their own service provider.
- Individuals with barriers to housing (ex. no rental history, bad credit, unlawful detainers) will have access to housing funded by GRH.
- Individuals will reside in GRH funded housing that provides for access to services funded through non-GRH resources (ex. Medicaid Waivered Services, county purchase of service funds, private donation etc.).

Adult Foster Care and Housing with Services Establishments

Providers interested in establishing a new AFC and Housing with Services Establishments within Anoka County will be required to complete several steps prior to being considered for a GRH Agreement.

- Licensed by Anoka County Environmental Services.
- Licensed with Anoka County Foster Care.
- Complete provider enrollment through DHS.
- Complete Minnesota Department of Health Comprehensive license and registrations.
- Mandatory background checks for all staff/volunteers who have direct contact with GRH participants.
- Knowledge and experience with target population.
- Completion of two online DHS trainings: Vulnerable Adult Mandated Reporting and GRH Orientation.
- Requirement for all staff to have valid driver’s license if transporting participants.
- Complete a GRH application through the Planning & contracting Unit of the Anoka County Community Social Services and Behavioral Health Department. Attach the following documentation to a completed GRH application:
  - Current copy(s) Minnesota Department of Health Housing with Services and/or Comprehensive Health Care registrations
  - Current Anoka County Environmental Services license
  - Copy of Foster Care License if applicable
  - List of residency requirements that could result in eviction
  - Tenant lease (required for Housing with Services Establishments)
Tenant admission/screening process
- Tenant discharge plan
- Application will be reviewed by Anoka County staff and considered for approval, if the program is determined to meet an unmet need. Un-licensed settings may be required to answer supplemental questions regarding housing services.
- A GRH Agreement will be completed and mailed after approval and verification by Planning & Contracting Unit staff that the checklist has been completed.

Existing AFC and Customized Living Settings wanting to establish a new setting in Anoka County will be required to follow the steps as outlined above. Anoka County may require existing provider to report outcomes of existing programs along with the GRH application.

*There is a moratorium on establishing new Adult Corporate Foster Care beds in the state of Minnesota. Anoka County will not be creating any new Adult Corporate Foster Care beds until there is a change in the state policy.*

**Board and Lodge Settings**

Providers interested in establishing a new board and lodge setting within Anoka County will be required to complete several steps prior to being considered for a GRH Agreement.

- A location will need to be identified. The provider will need to receive approval to use the residence as a board and lodging facility from the local city council and zoning commission. **Anoka County will require proof of this approval.**
- The setting will need to be licensed by Anoka County Environmental Services.
- Minnesota Department of Health Special Services Registration for Board and Lodges with a Service Rate.
- Mandatory background checks for all staff/volunteers who have direct contact with GRH participants.
- Knowledge and experience with target population.
- Completion of two online DHS trainings: Vulnerable Adult Mandated Reporting and GRH Orientation.
- Requirement for all staff to have valid driver’s license if transporting participants.
- The provider will need to complete a GRH application through the Contracting & Planning Unit of the Anoka County Community Social Services and Mental Health Department. Attach the following documentation to a completed GRH application:
  - Board and Lodges with a Service Rate must attach current Minnesota Department of Health Special Services Registration
  - Current Anoka County Environmental Services licenses
  - Lease or house rules that could result in eviction
  - Participant admission/screening process
  - Participant discharge plan if applicable
- Once an application has been reviewed, Anoka County staff will determine if the program meets an unmet need. If the program meets an unmet need, a meeting will be scheduled with the provider and Anoka County staff.
- Through the information in the application and the provider meeting, Anoka County will make a decision if a GRH Agreement will be established with the provider.

Existing Board and Lodge providers wanting to establish a new setting in Anoka County will be required to follow the steps as outlined above. Anoka County may require existing provider to report outcomes of existing programs along with the GRH application.
Long Term Homeless Programs

Providers interested in creating a new GRH Long Term Homeless Program within Anoka County will be required to respond to an RFP and complete several steps prior to being considered for a GRH Agreement. Anoka County may periodically issue a RFP for GRH LTH.

- The provider must participate and receive referrals from Anoka County Coordinated Entry.
- The provider must be a current Homeless Management and Information System (HMIS) end user.
- The provider must have demonstrated knowledge of homeless outreach, housing navigation, and tenant education/advocacy.
- Mandatory background checks for all staff/volunteers who have direct contact with GRH participants.
- Completion of two online DHS trainings: Vulnerable Adult Mandated Reporting and GRH Orientation.
- Requirement for all staff to have valid driver’s license if transporting participants.
- The provider will need to apply for GRH LTH through a RFP process with the Planning and Contracting Unit of the Anoka County Community Social Services and Behavioral Health Department. This application will be reviewed by Anoka County staff and considered for approval. Required tenant documents will include:
  - Verification of LTH status form
  - Personal Statement of Need form
  - Coordinated Entry Assessment receipt
  - Habitability Inspection form
  - Housing plan example
  - A list of reasons why participants would be discharged from your GRH LTH program

- Responding to an RFP is not a guarantee of receiving a GRH LTH Agreement.
Renewing GRH Agreements

GRH Agreements are renewed annually on or before July 1 when the rate changes occur. A staff from the Planning & Contracting Unit with Anoka County Community Social Services and Behavioral Health will send an updated GRH agreement to existing providers prior to the rate change. Planning & Contracting Unit staff will verify that the GRH provider is still in compliance with all the terms of the GRH Agreement prior to an updated agreement being sent.

Adult Foster Care and Housing with Services Establishments

- Provider must submit all current licenses and registrations.
- Provider will submit a list of residency requirements that could result in eviction (including appeal process).
- Mandatory background checks for all staff/volunteers who have direct contact with GRH participants.
- Completion of two online DHS trainings: Vulnerable Adult Mandated Reporting and GRH Orientation.
- Requirement for all staff to have valid driver’s license if transporting participants.
- If county staff have been alerted to concerns about a provider during the year, the provider will be contacted and a plan will be put in place for the provider to get back in compliance with the GRH Agreement.
- Anoka County may require existing provider to report updates and outcomes from existing programs.
- A GRH Agreement will be mailed after verification by Planning & Contracting Unit staff has been completed.
- GRH Agreement must be signed by provider and mailed back to Planning & Contracting Unit staff.

Board and Lodge Settings

- Board and Lodge providers must submit current Anoka County Environmental Services licenses.
- Provider will submit a list of residency requirements that could result in eviction (including appeal process).
- Mandatory background checks for all staff/volunteers who have direct contact with GRH participants.
- Completion of two online DHS trainings: Vulnerable Adult Mandated Reporting and GRH Orientation.
- Requirement for all staff to have valid driver’s license if transporting participants.
- A form will be sent to the provider asking for any program updates and outcomes.
- A meeting will be scheduled with the provider to review any changes in programming and review outcomes from the year.
- If concerns have been identified throughout the year or the annual review process, a plan will be put in place for the provider to get back in compliance with the GRH Agreement.

Long Term Homeless Programs

- GRH LTH providers will be required to have a file on each participant. Planning & Contracting Unit staff will audit files to verify required documentation.
  - Verification of LTH status
  - Coordinated Entry Assessment receipt
  - Habitability Inspection form
  - Tenant Lease signed by tenant
  - Housing plan signed by tenant
  - A list of reasons why tenant would be discharged from LTH program signed by tenant
• A form will be sent to the provider asking for any program updates and outcomes.
• Mandatory background checks for all staff/volunteers who have direct contact with GRH participants.
• Completion of two online DHS trainings: Vulnerable Adult Mandated Reporting and GRH Orientation.
• Requirement for all staff to have valid driver’s license if transporting participants.
• A meeting will be scheduled with the provider to review any changes in programming and review outcomes from the year.
• If concerns have been identified throughout the year or the annual review process, a plan will be put in place for the provider to get back in compliance with the GRH Agreement.
Appendix A.

Tenancy and Landlord Rights

All units or dwellings must have a lease, or similar legally enforceable agreement, which includes the same responsibilities and protections from eviction as all tenants under landlord tenant law of state, county, city or other designated entity. If tenant laws do not apply, the written agreement (house rules/intake paperwork) must address eviction processes and appeals comparable to those provided under the jurisdiction’s landlord tenant law. The vendor must submit a list of residency requirements that could result in eviction prior to approval of the GRH agreement.

For more information about Landlord/Tenant rights, visit the MN Attorney General Website. Tenant housing advocacy services are also available for both tenants and landlords: Home Line and Mediation Services.

Approved GRH settings may not be the preferred living situation for many seniors and individuals with disabilities. GRH participants should be offered several housing options and similar services if they choose to live in their own homes or apartments. Housing Link can help GRH participants find affordable housing, and offers landlords to list their own rental properties.
Appendix B.

GRH Definitions

**Countable Income:** The amount of income remaining after the financial worker has subtracted all applicable deductions. This is also known as the “client obligation” or the amount they must pay toward their GRH Housing Rate.

**Personal Needs Allowance:** A deduction from net income before calculating the GRH payment. The current personal needs allowance is $97. For participants who have insufficient income, it may be paid from General Assistance.

**Professional Statement of Need:** A brief form that qualified professionals or county designees will complete to authorize payments for GRH supplemental services, and/or to demonstrate a disabling condition for GRH basis of eligibility.

**Pre-pay:** GRH payment issued at the beginning of an eligibility month. **Post-pay:** GRH payment issued after the end of an eligibility month.

**Provider:** The entity that provides housing and/or services for recipients of GRH funding. The housing provider and service provider is not necessarily the same entity.

**SSI Countable Income:** The amount of income remaining after the Social Security Administration has subtracted all applicable deductions. This is used to determine the amount of the SSI payment.

**Vendor:** The entity that receives the GRH payment. This entity is responsible for collecting the participants’ obligation toward their GRH amount when applicable and making sure the GRH funding is paid toward its intended purposes (i.e., rent, utilities, and services).
Appendix C.

Frequently Asked Questions

1. What are allowable costs for “housing expenses”?
Answer: Rent, utilities including phone, furniture and bus. For Board and Lodges, this includes operating costs of a building such as: taxes, insurance, maintenance, building service contracts such as snow removal and yard maintenance, debt service, fuel, food, utilities, household supplies, and other cost necessary to provide room and board. Services to the tenant are not considered housing costs.

2. The new GRH statute says licensed and registered settings must ensure that participants have, "food preparation and service for three nutritional meals a day on site." What does that mean?
Answer: GRH providers need to ensure that the three meals a day are nutritious. They can do this in three ways: prepare and serve three nutritious meals daily to each resident, or provide residents with raw food and supervise meal preparation and service three times daily, or otherwise ensure the provision of three nutritious meals daily.

For guidance on standards for a “nutritious meal”, providers can consult with public health officials. DHS can also help connect providers with SNAP outreach resources if needed.

3. Are GRH providers required to provide special diets such as gluten free, lactose free, or supplemental diets (Boost/Ensure)?
Answer: GRH does not require providers to accommodate special diets. Providers should check with their licensing authority for additional requirements.

4. The new GRH statute says licensed and registered settings must ensure that participants have, "...cooling, supplies, and parts and tools to repair and maintain equipment and facilities." What does that mean?
Answer: GRH providers need to ensure that the settings where GRH recipients live have the materials and resources required to provide for residents' health and well-being. For example, air conditioning is not required if fans or other methods provide for the residents’ health and well-being. Providers should use their best judgment to ensure that the minimum standards are met in your particular setting. Providers should check with their licensure for more specific guidance on compliance with physical plant issues.

5. Are phone and internet required provisions of room and board?
Answer: Licensed and registered providers must ensure there is at least one telephone per site is available to residents. Internet service is not required.

6. What are the disabilities that qualify an individual?
Answer: Any physical, mental or chemical disability that prevents a person from obtaining self-supporting employment.

8. What are the new GRH changes for individual budgeting and reporting?
Answer: People who receive GRH and work will have a GRH benefit based on an estimate of income for the next 6 months. If income changes, contact Economic Assistance so they can determine benefit allocation.

9. How will we be notified when they change GRH policy?
Answer: DHS may release a bulletin on the DHS’s GRH page. DHS is also working to establish a forum for sharing information and updates with all vendors and providers across the state.
Appendix D.

Participant Benefits and Resources

Most people who receive GRH are also eligible for other public benefits that could be affected by income. Medical Assistance and SNAP (food support) are two other common benefit programs individuals eligible for GRH may be eligible to access. For the majority of individuals in GRH settings they are not eligible for food support. Upon discharge from the GRH settings, staff are required to inform individuals that they may be eligible for SNAP benefits.

Benefits Planning
It is important for people who receive any public assistance benefit (and the people who help them) to understand how benefits work together and how changes in income, resources and living situation affects each program. It is also important to plan for expected changes such as going from one assistance program to another (e.g., GA to SSI), or physically moving (e.g., GRH setting to own apartment) or going to work and having earned income. This is called “benefits planning.”

The Disability Benefits 101 web site www.DB101.org is an excellent resource to help understand disability related benefits, how they can work together (or not) and how work might impact those benefits. DB101.org has a live chat option and a direct phone number for the Disability Linkage Line so you can verify benefits and get answers to questions.

If a person is receiving Social Security disability benefits or SSI and is interested in going to work, a great resource is the Minnesota Work Incentives Connection. They can help clearly explain the effect work will have on benefits.

Minnesota Work Incentives Connection (1-800-976-6728) www.mnworkincentives.com

Additional Resources
Anoka County Economic Assistance: SNAP, CASH, EA, Child Care Assistance, MNSURE Navigation 763-422-7200
ACCAP: Resource/SNAP Assistance, Head Start, Senior Outreach, Energy Assistance 763-783-4747
Hunger Solutions: Food Finder Map
Anoka County Veteran Services: 763-323-5290 (VSO) and 612-726-1327 (MACV)
Senior Linkage Assistance: 1-800-333-2433
Disability Linkage Assistance: 1-866-333-2466
Prepare and Prosper Free Tax Preparation: 651-287-0187

Homeless Point of Access: 763-452-7878

Dial 211 for additional resources

On-line Application for County Benefits: https://applymn.dhs.mn.gov
Appendix E

GRH Contacts

**Anoka County Community Social Services and Behavioral Health**
Planning and Contracting Unit Staff (GRH Agreement) 763-422-7110

**Anoka County Economic Assistance**
GRH Participant/Tenant Eligibility 763-422-7200

**Anoka County Environmental Services**
Lodging Establishment License
Food and Beverage Establishment License 763-422-7063

**State GRH Information and Contacts**
Sign up for GRH email updates