



Housing Support Review & Screening Process

Agencies interested in obtaining a Housing Support (HS) Agreement with Dakota County are asked to complete and submit the provider application for HS along with supporting documentation. Preference is given to agencies with sites that are accessible and align with Dakota County needs and priorities. The Dakota County HS Approval Committee is responsible for reviewing provider applications. The review committee meets once per quarter to review provider applications.

Housing Support Provider Application

Each provider wishing to obtain a HS Agreement with Dakota County will be asked to apply. The application consists of questions relating to agency information, provider qualifications and staffing, target population, license type and capacity, funding, and information about the physical plant. Providers will also submit a copy of the license(s) and/or registration(s) for each site, staff background study clearance letters, a copy of the termination policy (including a list of residency requirements that could result in eviction), and a copy of the resident lease agreement.

Housing Support Approval Committee

The HS Approval Committee meets quarterly to review applications. This committee is comprised of representatives from the following areas:

- Community Living Services (CLS)
- Housing and Community Resources (HCR)
- Employment & Economic Assistance

Committee Review

The application for a HS Agreement along with all supporting documentation is provided to all members of the HS Approval Committee. Each committee member reviews the documentation and assesses the need(s) for additional HS providers in their primary work area. The committee will not review incomplete applications. Prior to reviewing an application, one or more members of the committee will visit the site(s) as part of the application review process.

Dakota County Priorities

- Accessible settings
- Serve Dakota County residents.

- Serve underserved or underrepresented populations.
- Serve seniors and those accessing services through the Elderly Waiver (EW).
- Offer person centered services and do not impose arbitrary or unnecessary rules on residents.

Applications for Approval

If the HS Approval Committee decides to approve a provider application, Resource Development will send an acceptance letter to the provider. Resource Development and Contracts will process the Housing Support Agreement for signature.

Applications for Denial

If an application is denied, Resource Development will send a denial letter template to the provider.