Bitfocus

KCRHA

WA-500 Seattle/King County CoC
How to Manage Overlapping Enrollments

Overview

In recent years, HUD has begun to crack down on what they have deemed "OVERLAPPING ENROLLMENTS." Overlapping enrollments occur when any of the following client data points intersect at any given time:

1. **Program Start Dates:** Concern only applicable to Emergency Shelters, and Transitional Housing program types

2. **Move-in Dates:** Concern only appliable to Permanent Housing program types (PH, PSH or RRH)

3. **Program Exit Dates:** Concern applicable to Emergency Shelters, Transitional Housing and Permanent Housing project types

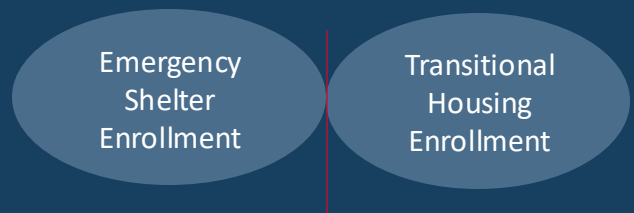## Residential Projects/Residential Projects

Example 1: Client transfers from an emergency shelter into transitional housing, but the shelter delays their exit from the shelter.

- **Solution:** Ensure Shelter programs are using the date the client physically left the shelter to move into transitional housing. Similarly, the Transitional Housing program should use the date the client physically moved into transitional housing as their program start date.

Example Issue

Emergency Shelter Enrollment

Transitional Housing Enrollment

Example Solution

Emergency Shelter Enrollment
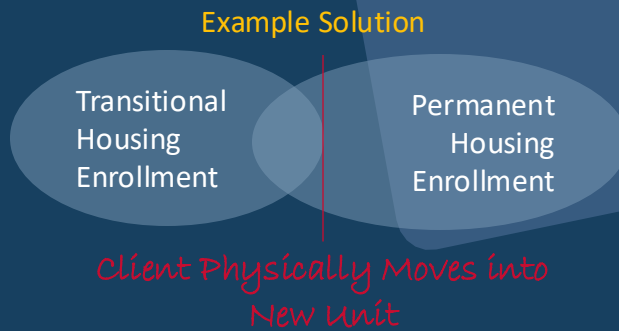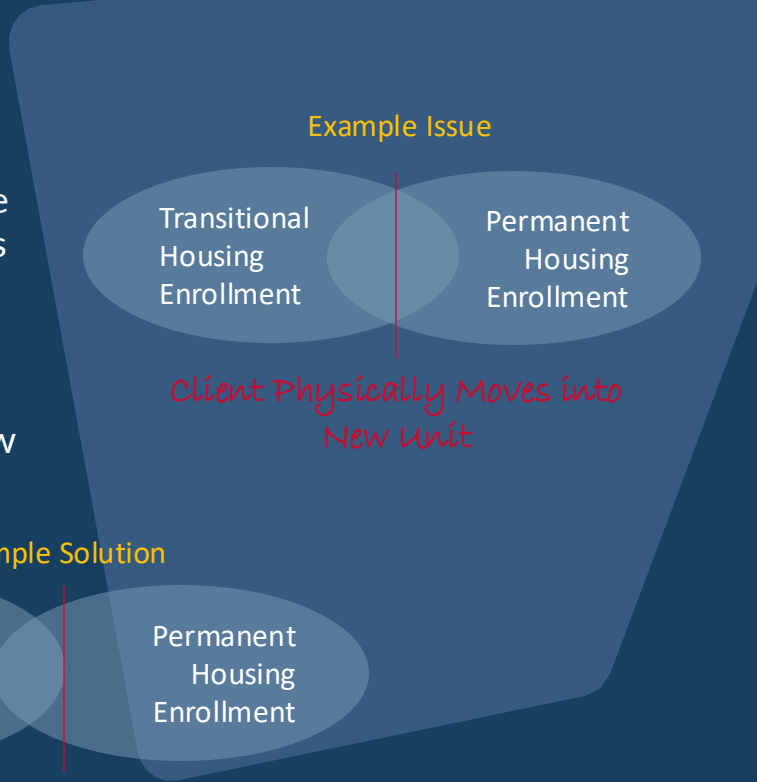
Transitional Housing Enrollment

Physical Move of Client

Residential Projects/Permanent Housing Projects

Example 2: Client is enrolled in transitional housing and a PSH program, but the PSH program enters a move-in date that is before the date the client physically moves into their PSH placement.

- **Solution:** The PSH program should use the date the client physically moved into their new home as the move-in date.

Example Issue

Transitional Housing Enrollment

Permanent Housing Enrollment

Client Physically Moves into New Unit

Example Solution

Transitional Housing Enrollment

Permanent Housing Enrollment

Client Physically Moves into New Unit

Permanent Housing Projects/Permanent Housing Projects

Example 3: Client is enrolled into a RRH program with a move-in date then transfers to a PSH program with a new move-in date.

- **Solution:** The RRH program should use the day before the client physically moves into their new permanent home as their program exit date. The date the client physically moved into their new permanent home would be the PSH programs move-in date.

Example Issue

Rapid Rehousing Enrollment

Permanent Housing Enrollment

Client Physically Moves into New Unit

Example Solution

Rapid Rehousing Enrollment

Permanent Housing Enrollment

Client Physically Moves into New Unit

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