



**Bill de Blasio**  
Mayor

**Human Resources  
Administration**  
Department of  
Social Services  
**Steven Banks**  
Commissioner

**Department of  
Homeless Services**

## PATHWAY HOME FAQs

**1. What is “Pathway Home”?**

Pathway Home is a City program that enables families and individuals who have been in shelter at least 90 days, **OR** have referrals for CITYFEPS or SEPS, to search for their own home while they live with family or friends (“hosts”). The City will send the host a monthly payment so long as the client lives in the residence.

**2. How do I apply for Pathway Home?**

Speak with your case manager or housing specialist to obtain an application.

**3. I’m not eligible for cash assistance. Can I apply for Pathway Home?**

As long as someone in your family receives cash assistance, you can apply for **Pathway Home**. The monthly payment your host family will receive will be based on your cash assistance household size.

**4. What if I already have a LINC voucher or referral for CITYFEPS or SEPS? Can I apply for Pathway Home or will I lose my voucher?**

If you are currently eligible for LINC, CITYFEPS, or SEPS, you will not, during the time you are in Pathway Home, lose your eligibility to move to your own apartment with City rental assistance as long as you continue to meet the program eligibility requirements. Once you find an apartment, schedule an appointment with HOMEBASE, and staff will verify your eligibility and assist you with preparing the necessary paperwork for the transition to your own apartment.

**5. I don’t have LINC, CITYFEPS, or SEPS. Can I move with Pathway Home?**

Yes. Anyone who has been in shelter for at least 90 days can apply for Pathway Home.

**6. What is the client contribution for Pathway Home?**

There is no client contribution. When you find your own apartment, if you are in a program, you will receive notification about your monthly contribution.

**7. Do I receive any money with Pathway Home?**

You and your host will each receive one \$500 gift card. In addition, your host will receive a monthly payment based on your cash assistance household size **and** whether or not your host receives cash assistance. Payments will be made for up to 12 months.

<b>Monthly Payment for Hosts - <u>NOT</u> Receiving Cash Assistance</b>			
Cash Assistance Family Size	1 or 2 people	3 or 4 people	5 or more people
Monthly Payment Amount	\$1200	\$1500	\$1800

<b>Monthly Payment for Hosts - <u>Receiving</u> Cash Assistance</b>
The City will pay the difference between the host’s shelter allowance and monthly rent obligation. This amount will be different for each host family, up to the amounts listed above.

Additional limitations will apply if your host family's residence is rent stabilized or rent controlled.

**8. When will we receive our gift cards?**

When you receive your Pathway Home eligibility letter, you will receive a referral to HOMEBASE. You and your host will need to make an intake appointment at a HOMEBASE office.

You need to bring the following documents to your HOMEBASE appointment:

- a. Pathway Home referral
- b. Identification for each household member
- c. Proof of income for every working member of the household (recent paystubs dated within 30 days of the HOMEBASE appointment)
- d. If you are on SSI/SSD, bring your SSI/SSD award letter (dated within the last year).

Your host needs to bring the following documents to the HOMEBASE appointment:

- a. Photo ID
- b. Proof of residency such as one of the following:
  - i. Current lease signed and dated by the tenant and landlord/management office
  - ii. Occupancy agreement signed and dated by all parties
  - iii. Notarized letter from a 3<sup>rd</sup> party

After you and the host submit the appropriate documents, you will each receive a \$500 gift card. If you do not have all of the listed documents, HOMEBASE will still meet with you and will help you to attain them.

**9. How often will my host be paid?**

The City will make monthly payments to your host for up to 12 months as long as you continue to reside there. If you or your host have any questions about payment after you exit shelter, call (929) 221-0043.

**10. Is the HRA furniture allowance available for clients exiting with Pathway Home?**

No, you will not receive a furniture allowance.

**11. How long does the Pathway Home program last?**

The City will make payments to your host for up to 12 months. During those 12 months, you should search for housing so that you can move to your own apartment.

**12. What happens if I have not found an apartment after 12 months?**

If you have not found an apartment within 12 months, you can schedule an appointment with HOMEBASE to assess your housing options.

**13. My friend does not live in one of the five boroughs but says my son and I can move in with her. Can I move with Pathway Home and continue to search for a LINC, CITYFEPS, or SEPS apartment in the City?**

No. Pathway Home cannot be used outside the five boroughs. However, if you have identified a potential place to live outside the five boroughs, please let us know and we will see if there is any assistance that we can provide to you.

**Questions Related to the Host Family**

**14. Will an inspection be required?**

Yes, DHS staff will conduct a Life Safety inspection and overcrowding assessment of the host family's residence. DHS inspectors will review an apartment to determine whether certain standards are met, including whether windows work and are in good condition, whether there is clean running hot and cold water, whether there are exposed wires, whether working smoke and carbon monoxide detectors are installed and operational, and (for families with children only) whether window guards are in place. The purpose of the overcrowding assessment is to make sure that the host family's residence will not be overcrowded when the DHS client moves in. The assessment involves looking at how many people reside in the host family's residence, their age and gender, and the sleeping arrangements.

**15. Why does the host have to complete an IRS W-9 form, and what are the implications?**

The host must submit a completed IRS Form W-9 because Pathway Home monthly payments go directly to the host and are considered taxable income.

**16. Can a host participate in Pathway Home without having a social security number or individual tax identification number?**

No. Pathway Home requires the host to complete an IRS Form W-9, providing either a social security number or an individual tax identification number. As such, a host that does not have a social security number or an individual tax identification number will not be approved for the program.

**17. Why is an ACS clearance and sex offender registry check of all adult host family members required?**

This applies to families with children only. DHS is concerned about the safety of families and their children and will conduct an ACS clearance, upon the written consent of all adult host family members, and sex offender registry check. The host will not be subject to having an open ACS case as a result of the ACS clearance. These clearances will help DHS determine whether the host family's residence is safe and appropriate.

**18. What happens if a member of the host family does not consent to an ACS clearance or sex offender check?**

These checks apply only to families with children. The sex offender registry is public record and does not require a person's consent. However, without consent to an ACS clearance from all members of the host family 18 and over (and on behalf of all children under 18), the host family will not be able to participate in Pathway Home.

**19. Can Pathway Home be used to move in with a host family who has a subsidized apartment?**

Please let us know which subsidy your potential host is receiving. We will verify whether Pathway Home is compatible with the subsidy.

**20. I have a friend who is willing to sublet his apartment to me. Is that allowed?**

No, the host must reside in the unit for it to be a viable residence for Pathway Home.