

EXHIBIT A

EA Program Vital Documents

1. Pre-application screening materials:
 - a. Part I Applicant's Statement for Emergency Assistance Shelter
 - b. 3 year housing history
 - c. Part II Pre-Assessment Re-Housing Tool
2. Notice to Individuals Requesting Emergency Assistance Temporary Emergency Shelter Services and NFL-16 (setting forth required verifications for full shelter eligibility)
3. Notice of Approval or Denial For Emergency Assistance (EA) and HomeBASE Referral with appeal form
4. Re-Housing Plan/Agreement – Phase 1
5. Client Responsibilities While in Temporary Emergency Shelter
6. Placement/Information Contacts
7. Re-Housing Plan and Stabilization Plan – Part 1 and Part 2
8. Noncompliance/Termination Determination Request/Notice of Infraction of Uniform Shelter Rules and Noncompliance Determination Request Emergency Assistance (EA) Household Response
9. Notice of Noncompliance and appeal form
10. Notice of Termination of Temporary Emergency Shelter and appeal form
11. Notice of Shelter Transfer and appeal form
12. Notice of Transfer at Shelter Request and appeal form
13. NFL #12 – Fair Hearing Decision Implementation
14. Request for an ADA Accommodation
15. Pre Noncompliance Warning Notice
16. Notice of Hearing
17. Notice of Failure to Appear For Good Cause
18. Uniform Shelter Program Rules
19. Overnight Request Form
20. Babysitting Request Form
21. Babysitting Guidelines
22. Summary of Uniform Shelter Program Rules
23. Temporary Emergency Shelter Interruption (TESI) form