

ESG/ESG-CV Required Forms by Program Component – Financial Assistance

Form	Homelessness Prevention	Rapid Re-Housing
HMIS ROI	✓	✓
HMIS Screening Assessment	✓	✓
Housing Plan	✓	✓
Participant File Checklist	✓	✓
Rapid Re-Housing Certification		✓
Homelessness Prevention Certification	✓	
Homelessness Self-Certification	✓	As needed
MDHHS SER Decision Notice or Waiver of SER Denial Letter	✓ (MSHDA only)	✓ (MSHDA only)
Verification of Income	✓	✓
Third Party Verification of Income	As needed	As needed
Income Eligibility Worksheet	✓	✓
Rent Reasonableness Analysis	✓ (required under MSHDA for all assisted units; required under HUD if providing rental assistance)	✓ (required under MSHDA for all assisted units; required under HUD if providing rental assistance)
Rental Assistance Agreement w/ Lease Addendum	✓ (required under MSHDA for all assisted units; required under HUD if providing rental assistance)	✓ (required under MSHDA for all assisted units; required under HUD if providing rental assistance)
Landlord Incentive Repair and Maintenance Form	As needed	As needed
Request for Tax Payer ID (W-9)	✓	✓
Notice of Inspection	As needed	As needed
Habitability Standards Inspection Checklist	✓	✓
Inspection Deficiencies Notice	As needed	As needed
Delayed Exterior Repair Agreement	As needed	As needed
Disclosure of LBP & Hazards	As needed	As needed
LBP Property Owner Certification	As needed	As needed
Notice of Rights Under VAWA	✓	✓
Protect Your Family from Lead	✓	✓

All files must also maintain appropriate supporting documentation.