

# Emergency Shelter & Transitional Housing Standards

Program: \_\_\_\_\_

Address: \_\_\_\_\_

**Instructions:** Mark each statement as 'A' for approved or 'D' for deficient. The property must meet all standards in order to be approved.

Approved or Deficient	Element
	<b>1. Compliance with State and Local Requirements.</b> The building must be in compliance with all applicable local and state codes including: Housing codes; licensing requirements; and any other requirements in the jurisdiction.
	<b>2. Structure and materials.</b> The shelter building must be structurally sound to protect residents from the elements and not pose any threat to health and safety of the residents. Any renovation (including major rehabilitation and conversion) carried out with ESG assistance must use Energy Star and WaterSense products and appliances.
	<b>3. Access.</b> The shelter must be accessible in accordance with Section 504 of the Rehabilitation Act (29 U.S.C. 794) and implementing regulations at 24 CFR part 8; the Fair Housing Act (42 U.S.C. 3601 et seq.) and implementing regulations at 24 CFR part 100; and Title II of the Americans with Disabilities Act (42 U.S.C. 12131 et seq.) and 28 CFR part 35; where applicable.
	<b>4. Space and security.</b> Except where the shelter is intended for day use only, the shelter must provide each program participant in the shelter with an acceptable place to sleep and adequate space and security for themselves and their belongings.
	<b>5. Interior air quality.</b> Each room or space within the shelter must have a natural or mechanical means of ventilation. The interior air must be free of pollutants at a level that might threaten or harm the health of residents.
	<b>6. Water supply.</b> The shelter's water supply must be free of contamination
	<b>7. Sanitary facilities.</b> Each program participant in the shelter must have access to sanitary facilities that are in proper operating condition, are private, and are adequate for personal cleanliness and the disposal of human waste.
	<b>8. Thermal environment.</b> The shelter must have any necessary heating/cooling facilities in proper operating condition.
	<b>9. Illumination and electricity.</b> The shelter must have adequate natural or artificial illumination to permit normal indoor activities and support health and safety. There must be sufficient electrical sources to permit the safe use of electrical appliances in the shelter.
	<b>10. Food preparation.</b> Food preparation areas, if any, must contain suitable space and equipment to store, prepare, and serve food in a safe and sanitary manner.
	<b>11. Sanitary conditions.</b> The shelter must be maintained in a sanitary condition.
	<b>12. Fire safety.</b> There must be at least one working smoke detector in each occupied unit of the shelter. Where possible, smoke detectors must be located near sleeping areas. The fire alarm system must be designed for hearing-impaired residents. All public areas of the shelter must have at least one working smoke detector. There must also be a second means of exiting the building in the event of fire or other emergency.
	<b>13. Lead Hazard Reduction.</b> There is no deteriorating, chalking, and/or peeling paint on any services in any the shelter dwelling unit(s), common areas, and the exterior surfaces of the building.

## CERTIFICATION STATEMENT

I certify I have evaluated the property located at the address above to the best of my ability and have made the following determination:

- Property meets all of the above standards and is APPROVED
- Property does not meet all of the above standards and is NOT APPROVED.

Inspector Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Inspector Name (Print): \_\_\_\_\_ Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Agency Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_