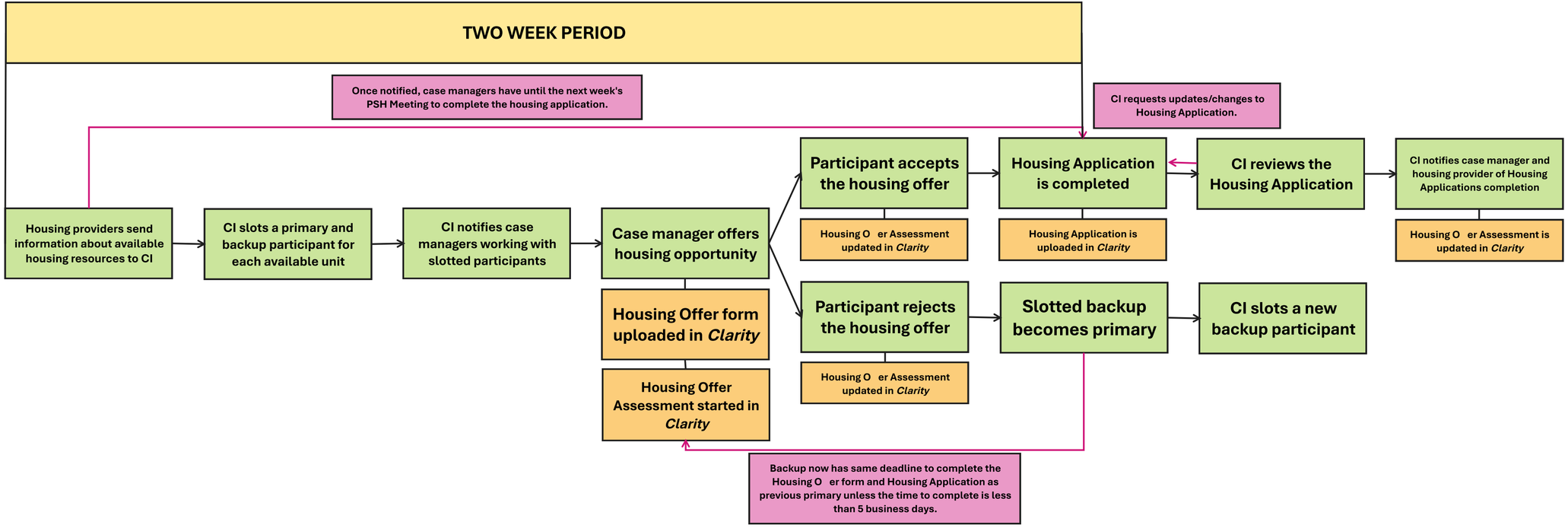
TWO WEEK PERIOD
Once notified, case managers have until the next week's PSH Meeting to complete the housing application.
CI requests updates/changes to Housing Application.
Housing providers send information about available housing resources to CI
CI slots a primary and backup participant for each available unit
CI notifies case managers working with slotted participants
Case manager offers housing opportunity
Housing Offer form uploaded in *Clarity*
Housing Offer Assessment started in *Clarity*
Participant accepts the housing offer
Housing O er Assessment updated in *Clarity*
Participant rejects the housing offer
Housing O er Assessment updated in *Clarity*
Housing Application is completed
Housing Application is uploaded in *Clarity*
CI reviews the Housing Application
CI notifies case manager and housing provider of Housing Applications completion
Housing O er Assessment is updated in *Clarity*
Slotted backup becomes primary
CI slots a new backup participant
Backup now has same deadline to complete the Housing O er form and Housing Application as previous primary unless the time to complete is less than 5 business days.