

Updated FHSP Relocations Policy & New Request Form

Hello Service Provider Partners,

We are sharing updated **FHSP Relocations Policy** materials to support continued alignment across our partnership. The revised policy and updated **Relocation Request Form** are now available and take effect immediately.

- [Click here to review the updated Relocation Policy](#) or see the attached file.
- [Click here to review the updated Relocation Request Form](#) or see the attached file.

All relocation requests **must be approved by the funder**.

Updated Process

Service Providers must submit a completed **Relocation Request Form** to the participant's assigned Housing Coordinator. The form must include:

- Participant and tenancy details
- Reason for relocation
- Interventions attempted (if applicable)
- Clinical letter (for reasonable accommodation requests)

Important Updates in Assistance

- Advocacy letters are no longer required.
- All relocation requests must be approved by the funder.

Move-In Assistance

Move-in assistance (MIA) is **available five years** after the participant's initial FHSP move-in date and may be approved earlier for emergency situations at the **funder's discretion**. When submitting an MIA request through the portal, Service Providers must clearly indicate that the request is associated with a relocation and includes the **approved Relocation Request Form**.

Approval Timeline

Funder reviews are completed within five business days. Requests may be denied due to ineligibility, missing documentation, noncompliance, or funding limitations. Participants may appeal or reapply if circumstances change.

Please contact your assigned Housing Coordinator with any questions.

Thank you,

FHSP | Brilliant Corners