# Gender-Based Violence (GBV) Time Limited Subsidy (TLS) Referral Guide

**Purpose:** This document serves as guidance for providers to refer to HSH-funded GBV Time Limited Subsidy Programs.

The attached referral form must be filled out by a case manager, outreach worker, mental health worker, etc. and be sent to one of the agencies listed below along with a release of information.

## The GBV TLS Program is for individuals and families who meet the following criteria:

(1) are experiencing trauma or a lack of safety related to, or fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous, traumatic, or life-threatening conditions related to the violence against the individual or a family member in the individual's or family's current housing situation, including where the health and safety of children are jeopardized.
(2) have no other safe residence; and
(3) lack the resources to obtain other safe permanent housing.

## The GBV TLS Providers are:

- Volunteers of America
- 1736 Family Crisis Center
- Los Angeles House of Ruth

## Directions:

- Fill out the referral form to the best of your ability
- Send the referral form and a release of information (ROI) to one of the agencies above (please use your agency's ROI). Please send the forms in an encrypted email to further protect the survivor's information.
- If the agency is at capacity, they will have an automatic response letting the referrer know. You may send the referral form to a different agency.
- If every agency is at capacity, you may send the referral form to a non-HSH funded agency on the list, or refer the client to mainstream TLS here.
- If the referral is accepted, the TLS Provider will reach out within 72 business hours to schedule an intake with the client.



**Commented [EB1]:** Housing team - are the providers affiliated with certain SPAs and do we need to restrict referrals by SPA?

**Commented [AM2R1]:** LAHSA website does not have specific spa information for their DV TLS

**Commented [EB3]:** Should we have them use the same form that we are using for non-DV but just provide as a pdf/word doc?

**Commented [AM4R3]:** I think in the other doc it states that we will use the tls referral form and enter the vsp numbers instead of names. open to thoughts on this

**Commented [EB5]:** Need to add information about what to expect if referral is accepted.

**Commented [EB6]:** What list?

**Commented [SW7R6]:** This is the same referral form used by LAHSA-contracted agencies. That referral form has other agencies listed.

**Commented [EB8R6]:** Should we include the option of referring to non-DV programs?

**Commented [SW9R6]:** Yes! I can add that