



# Housing Stability and Eviction Diversion

Fiscal Year 2023

## Eviction Relief Agency Certification

The Missouri Housing Development Commission (MHDC) has developed an Eviction Relief and Clearing House Eligibility training to assist Housing Stability and Eviction Diversion (HSED) agencies in their work with Missouri residents who are seeking Eviction Relief assistance. These trainings are mandatory for any agency staff member who will determine client eligibility for the provision of direct assistance through Eviction Relief services. To provide Eviction Relief assistance and gain access to the Clearing House portal, each user must complete this form, certifying that they have watched the **Eviction Relief Funded Agency Training** and **MHDC Clearing House Eligibility** recorded trainings.

Agency Name: \_\_\_\_\_

Grant Number: \_\_\_\_\_

### Eviction Relief Certification

*Legal Services/Case Management Providers Only*

If your organization **will not** provide Eviction Relief services, please complete the below certification. By signing, the representative is attesting that your organization will not provide direct assistance through the provision of Eviction Relief services, and that you will notify your Program Administrator in the event that you opt to offer Eviction Relief services in the future.

By checking this box, I certify that the organization listed below will not provide Eviction Relief assistance through HSED funding. I understand that I must notify the HSED program administrator before providing any Eviction Relief assistance in the future.

Organization Representative Name: \_\_\_\_\_  
(First/Last)

Organization Representative Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Do not complete the section above if your organization will be providing Eviction Relief assistance. Organizations providing Eviction Relief Services MUST complete the attached Eviction Relief Certification for Eviction Relief providers.**



# Eviction Relief Certification

## Eviction Relief Providers

If your agency will provide Eviction Relief Services, complete the attached form for each staff member that is requesting login credentials to the MHDC Clearing House. By signing this document, agency staff is attesting that they have watched and understand the Eviction Relief and Clearing House Eligibility recorded trainings in their entirety and are ready to provide eligible Eviction Relief Services. Staff members providing Eviction Relief Services are also required to complete the HSED Information Security Standards. For agencies certifying more than 3 staff members, please submit a completed copy of this page.

Organization Name: \_\_\_\_\_

Organization Grant Number: \_\_\_\_\_

1. Staff Name (First, Last)

Staff Email

***By signing below, I am certifying that I have watched and understand the HSED Eviction Relief and Clearing House recorded trainings, in their entirety, and am prepared to provide Eviction Relief assistance to eligible Missourians.***

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Signature

2. Staff Name (First, Last)

Staff Email

***By signing below, I am certifying that I have watched and understand the HSED Eviction Relief and Clearing House recorded trainings, in their entirety, and am prepared to provide Eviction Relief assistance to eligible Missourians.***

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Signature

3. Staff Name (First, Last)

Staff Email

***By signing below, I am certifying that I have watched and understand the HSED Eviction Relief and Clearing House recorded trainings, in their entirety, and am prepared to provide Eviction Relief assistance to eligible Missourians.***

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Signature