



Metro HomeShare
10011 SE Division Street Suite 314
Portland, OR 97266
email: metrohomeshare@emoregon.org
website: metrohomeshare.org

Metro HomeShare Referral Guidelines

Thank you for sharing information about Metro HomeShare services with your clients. As you receive questions from potential applicants about Metro HomeShare, please feel free to provide our Metro HomeShare brochures as a guide to answering questions about our program. In addition to the brochure, potential applicants are free to visit our website to gain more information about our program. Metro HomeShare staff is happy to answer questions to help determine if your client might be a good candidate for homesharing. However before you contact us, please refer to the criteria below as an initial reference to our usual homeshare clients.

Applicant Qualification Checklist:

Disclaimer: Metro HomeShare facilitates homeshares between Home Providers and Home Seekers. Our program works to screen participants and assess their homeshare needs. Clients self-match with one another based on their discretion. We work collaboratively with social workers and mediators to assist clients through the homeshare process, but the final decision to enter a homeshare match is up to our participants.

- Applicants will be required to provide information and documentation about income and sources which may include: employment disability, retirement, SSI, SNAP benefits, etc...
- Having no income may not disqualify applicants from Metro HomeShare, in some cases, a service exchange agreement may serve in lieu of part, or in rare cases, all of the rent.
- Applicants will be required to provide 3 references (suggested: 2 professional—landlord, employer, case manager/counselor, etc. 1 personal—friend of long standing, family member, partner, etc...)
- Applicants are required to provide some documentation of identity. (passport, birth certificate, etc...)
- Applicants will be required to disclose criminal, credit, rental history and authorize criminal, credit and rental history checks. A poor criminal, credit or rental history is not necessarily a disqualifying factor but will be evaluated on a case by case basis.
- Applicants will be required to get a DMV check in circumstances where transportation services will be exchanged. No more than 1 accident and 2 moving violations on DMV record are allowed if applicant is planning on exchanging transportation services.
- Applicants seeking to become Home Providers are required to complete a Home Visit Assessment. Applicant's home must be safe and habitable with working heat, plumbing, electrical, and water systems.
- Applicants should consider disclosing any history of mental health, substance abuse, gambling issues or treatment that may directly impact the ability to live independently with a housemate. A history of these issues is not necessarily disqualifying, but will be evaluated on a case by case basis.
- There is an intake and a matching fee for the program. Applicants who do not fulfill the fee-waiving income eligibility requirements (those who are at 80% AMI or below, will have their program fees waived) can work with Metro HomeShare staff to determine a payment plan or other avenues for fee waiving.
- As part of the application process, applicants will also be required to attend an orientation, complete intake process which includes face-to-face interview with MHS Staff and Home Visit Assessment for Home Providers before receiving list of potential matches. The matching process will include phone interviews between the potential housemates and a meeting with MHS mediators to finalize and create a rental agreement. The entire process is estimated to take several weeks depending on Home Provider volume and on the applicant.