



**To:** Gatekeepers  
**From:** Homeless Services Section Staff  
**Date:** 9/25/2023

**Please distribute to:** Executive Directors Fiscal Staff Homeless Services Program Staff

**Category:** Action Required

**Update For: Expansion of Landlord Mitigation Fund for EO Work**

**Message:** This is a reminder that if you assisted in the rehousing of a homeless household, using funds originating from the Executive Order 23-02, between January 10<sup>th</sup> and August 31<sup>st</sup>, you have until 09/30/23 to submit a Rehousing Certification form at:  
<https://app.smartsheet.com/b/form/671833935f9c47c8b26444bd53dee9d7>.

Beginning 09/01/23 through 06/30/25, you can submit the Rehousing Certification form within 30 days from the date of a household's executed rental agreement.

Without this certification form, landlords will not qualify for the landlord guarantee of up to \$5,000 for eligible damages upon the termination of the rental agreement.

More information can be found on the 08-16-23 Program Update located on our website at:  
<https://www.oregon.gov/ohcs/for-providers/Pages/program-updates.aspx>

If you have questions or need more information about the HCLG Program, please contact:  
[landlord.guarantee@hcs.oregon.gov](mailto:landlord.guarantee@hcs.oregon.gov).