

UNDERSTANDING YOUR APPLICATION STATUS

1

Draft

- The application is initially set to the Draft stage when an application is started
- The application is still being completed and the applicant needs to finish completing the application in order to begin the process

2

Pending Housing Provider

- The application has been submitted and has not been matched to a Housing Provider yet
- The application is not ready to be reviewed

Pending Housing Renter

- The application has been submitted and has not been matched to a Renter yet
- The application is not ready to be reviewed

3

In Review

Application Review

- The application has been matched to a Housing Provider or has no Landlord (this would happen if the renter's housing provider never created an application)
- The application is ready to be reviewed by the Tier I Case Reviewers
- Once a Tier I Case Reviewer has reviewed the application, they will either approve or reject the application

Final Review

- The application is ready to be reviewed by the Tier II Case Reviewers
- Once a Tier II Case Reviewer has reviewed the application, they will either approve or reject the application

Funding Decision

- The application is ready to be reviewed by the Case Supervisor
- Once a Case Reviewer has reviewed the application, they will either approve or deny the application
- If Approved, it will move to Paid
- If Rejected, it will move to Re-review window

4

Payment Approved

The application was approved

Rejected

The application was denied or canceled

Re-Review In Progress

- A case supervisor will need to review the additional information provided and decide to accept the re-review or reject the re-review
- Accepting the re-review will resend application to Tier II Case Review
- Rejecting the re-review will move application to Rejected/Canceled