

(Things Inspectors Look For (Landlord Checklist))

Helpful Guidance For Landlords



This list is designed to assist landlords in preparing their properties for an inspection.

This is not an all-inclusive list, but this is an example of various items inspectors look at to ensure safety / operational factors prior to clients moving in. This inspection list applies to a house or an apartment unit.

Smoke / Carbon Monoxide Detectors Operational / At least (1) of each on each floor or a combination
Gas to location is on
Electric to location is on
If there is no fixed light in the bedroom(s), dining room, living room, family room, there must be at least one operational outlet present in each listed location to support lighting
All wall outlets within 6 feet of a water source ***MUST BE GFI OUTLETS***
Ventilation in the bathroom(s) working properly / or if window is present it is operational
The toilet(s) do not move / wiggle /leak/ run constantly
Does all sinks / tubs drain properly in the house or apartment
All water sources checked for temperature (Hot / Cold)
Stove checked for operational burners and interior heat
Refrigerator checked for cleanliness, and proper temperature regulation (FREEZER INCLUDED)
All windows checked to ensure they lock / are operational and free of cracks
All doors that have locks into the residence have operational locks / All doors interior or exterior free of damage
No signs of rodent / roaches / or any other infestation
Ceilings / Floors sound and free of hazard / unsafe defects / water damage
If no stove is present, an operational microwave must be present
All storage areas / cabinets checked and free of any infestation, and functional
All interior and exterior lighting checked if present
No loose / accessible wires hanging anywhere in the inspection location
If the location is rented by someone who is hearing impaired / VISUAL Fire Alarm System / carbon monoxide inside the apartment or house (On every floor if a house or apartment with multiple floors
If a home: roof free of damage. Gutters are attached
If an apartment: Common areas are hazard free / If a fire extinguisher is present, inspection date current (Common areas / interior of the inspected location IF PRESENT)
All stairs / rails / porches are sturdy as designed and free from hazards
(If a chimney is present) Free of damage or hazards (Last service date)
All plumbing free of leaks / damage
If air conditioner is present does it cool the residence / operational?
Are all mechanicals operational (i.e. Water Heater, Furnace)
Are emergency exits lit properly in the apartment building
If an elevator is in the building (Last service inspection)
Is the unit free of garbage / debris?
If window screen frames are present a screen must be in place
All railings / handles for interior and exterior must be secure to avoid any falls to the client

If there are any questions, please contact Joel Givens, Rockford Landlord Engagement Specialist at 779-238-6959 or email joel.givens@rockfordil.gov

COLLABORATIVE PARTNERSHIPS

- Rockford Health and Human Services
- Rockford Fire Department
- Rockford Park District Police
- Rockford Police Department
- Rockford Housing Authority
- Rockford Township
- Remedies
- Carpenter's Place
- Shelter Care Ministries
- Winnebago County Housing Authority
- Veteran's Administration

This program is a partnership between the City of Rockford Health and Human Services, the Northern IL Homeless Coalition, and the "Get You Housed" (GYH) Committee.

Mission statement of Get You Housed

GYH will build a coordinated system to increase the housing capacity available for those who are homeless, thereby reducing the length of time people remain unhoused, allowing partner agencies to utilize their programs to provide immediate and ongoing support, opportunities, and solutions to help our homeless population regain stability & self-sufficiency.

Landlord Engagement Specialist

1. Landlord direct email
2. Landlord direct phone number
3. Inspection certified
4. Contact with all homeless agencies
5. Quarterly News Letter
6. Updated landlord property listing for case managers

This position was created to ensure the landlords have one person they can contact. A landlord hotline and email has been created. The landlord property listing was created for case managers to access current properties available.

The newsletter gives any current changes to law, highlights a landlord doing wonderful things in our programs, and highlights agencies working hard for the community. The Inspection certification frees up the case manager to spend more time with their clients, decreases move in time for the client / payment time to the landlord.

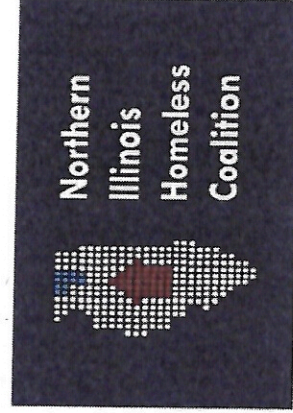
Landlord Engagement Specialist

Joel Givens

Landlord Hotline: 779-238-6959

Landlord Direct Email:

Landlordspecialist@rockfordil.gov



LANDLORD ENGAGEMENT PROGRAM

WE ALL SUCCEED WITH TEAMWORK

INFORMATIONAL HOUSING GUIDE FOR CURRENT AND NEW LANDLORDS

AVAILABLE PROGRAMS DEFINED

Permanent Supportive Housing (PSH)

Program Info: (PSH) is permanent housing in which housing assistance (e.g., long-term leasing or rental assistance) and supportive services are provided to households with at least one member (adult or child) with a disability in achieving housing stability. This program also will pay deposits and rental costs usually with the tenant paying 30% of their income toward rent.

Permanent Supportive Housing (PSH)

Agencies that offer this program:

- Rosecrance (individuals/families with a severe mental illness) **Shelter Plus Care**
- Carpenter's Place (single individuals)
- Shelter Care Ministries (families w/minor children, or single adults with mental illness)
- Veterans Administration (Veterans & their families)

Supportive Housing (SH)

Supportive housing (SH) is an innovative and proven solution to some of communities' toughest problems. It combines affordable housing with services that help people who face the most complex challenges.

Supportive Housing (SH)

Agencies that offer this program:

- Rosecrance-Harbor House (individuals with a severe mental illness)
- Rockford Housing Authority
- Winnebago County Housing Authority (families/individuals whose income qualify)

Rapid Rehousing (RRH)

Program Info: RRH is a permanent housing program that provides short-term (up to three months) and medium-term (4-24 months) tenant-based rental assistance and supportive services to households experiencing homelessness. Program will pay a security deposit and then a rental subsidy based on the participants income. Participant pays 30% of their income toward rental cost, program pays the rest. This program is not guaranteed for 24 months, as the idea is to get families self-sufficient as quickly as possible

Rapid Rehousing (RRH)

Agencies that offer this program:

- City of Rockford Health & Human Services (all populations)
- Remedies (Survivors of domestic violence)
- Shelter Care Ministries (families with minor children)

Other Rental Assistance Programs

City of Rockford Health and Human Services has deposit assistance and first month's rent available based on funding to eligible parties.

Rockford Township has a general assistance program that can assist with monthly rent costs up to \$500. All programs have their own qualifications.

Transitional Housing (TH)

TH provides temporary, supportive, and structured living arrangements for individuals and families experiencing homelessness, aiming to help them transition to permanent, stable housing. This is a step between emergency shelters and long-term housing, offering a safe space and support services to help residents achieve self-sufficiency.

Transitional Housing (TH)

Agencies that offer this program:

- City of Rockford Health & Human Services (Single adults with mental illness)
- Remedies (Survivors of domestic violence)
- Shelter Care Ministries (families with minor children and single adults with mental illness)
- Carpenter's Place (Single adults or families with minor children)
- Rosecrance (GPD Program for veterans with a mental illness)



HOTLINES

Emergency Assistance: Operates a 24/7 homeless hotline at (844) 710-6919 (Ext. 5) Domestic violence

Safe Passage:

Crisis Line: (815) 756-5228

Crisis Text Line: (815) 393-1995
<https://safepassageadv.org/contact-us/>

Remedies:

<https://www.remediesrenewinglives.org/>

24 Hour Domestic Violence Hotline:

(815) 962-6102

National 24 Hour Domestic Violence Hotline:

1(800) 799-7233 (provided on the FPC website)

Youth Services Network:

<https://ysnkids.com/ysn-programs/>
24/7 Crisis Hotline: (815) 986-1953

Family Peace Center:

(779) 348-1600
<https://rockfordfamilypeacecenter.org/>

AGENCY MEMBERS OF THE NIHC

1. Carpenters Place
2. City of Dekalb
3. City of Rockford
4. Crusader Community Health
5. Dekalb Township
6. Family Peace Center
7. Family Service Agency
8. Hope Haven Dekalb
9. Housing Authority of the County of Dekalb
10. Institute for Community Alliances
11. Meet My Shoes
12. NAMI
13. Winnebago County Housing Authority
14. Northwestern Medicine
15. Behavioral Services Health Ben
16. Gordon Center
17. Prairie State Legal Services
18. RAMP
19. Remedies Renewing Lives
20. Rockford Fire Department
21. Rockford Regional Health Council
22. Rockford Rescue Mission
23. Rockford Township
24. Rosecrance
25. Salvation Army – Winnebago County
26. Second First Church
27. Shelter Care Ministries
28. UIC School of Medicine
29. St. Vincent De Paul – Rockford
30. Veteran's Administration
31. Veterans Path to Hope
32. Winnebago County Health Department
33. Youth Services Network
34. Zion Development

Northern Illinois Homeless Coalition



Mission Statement

The mission of the of the Northern Illinois Homeless Coalition (NIHC) is to develop, sustain and coordinate a comprehensive Continuum of Care in order to move the homeless population toward self-sufficiency and ultimately to eliminate homelessness.

The Northern Illinois Homeless Coalition (NIHC) serves as the HUD-recognized Continuum of Care (CoC) for Boone, DeKalb, Winnebago, IL. aimed at ending homelessness through housing and support services, with a focus on reaching **functional zero**. They offer services for individuals and families, including emergency shelters, supportive housing, and rapid re-housing.



Definitions

Functional Zero: Is a dynamic milestone that indicates a community is continuously rendering homelessness rare overall and brief when it occurs, and non-recurring for a population.

The Homeless **Single Point of Entry** (SPOE) serves as the primary access hub for individuals experiencing homelessness, including youth, veterans, and survivors of domestic violence, to access housing services and assessments.

Rockford Location:

Community Action Agency
612 North Church St.

Monday – Thursday

8 a.m. – 4 p.m. check-in hours

Monday – Friday 8 a.m. – Noon intake hour;
(SPOE) 844-710-6919 ext. 5

Dekalb Location

Hope Haven Shelter

1145 Rushmore Drive

(815) 758-5765

Benefit to You

A contact to assist you with a homeless client.

Training and support available in reference to the homeless population.

Have a voice at the Northern Illinois Homeless Coalition. Bring ideas and solutions to the group and help your community solve homelessness.

Meeting the Homeless Prevention Team.

Working collaboratively to rally against anyone being homeless.

How to become a member of the Northern Illinois Homeless Coalition:

To become a member, please contact Patti Floyd at pattif@carpentersplace.org for an application.

Meeting Times: Third Thursday at 3:00 p.m.
555 N. Court Street
Room #115



About the Coalition

--We are a coalition of dedicated volunteers, non-profit agencies, public entities, businesses and faith based organizations who believe that housing is a human right.

--We work together to help households that are homeless receive the services they need while following a Housing First philosophy.

--Housing first means that whatever barriers face a homeless household, permanent housing is the first and most critical need, everything else is addressed after housing.

-- While we all work collaboratively, each agency does manage and run their own programs – the Coalition itself does not run any individual programs.