

**MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
EMERGENCY SOLUTIONS GRANT
POLICY GUIDANCE**

Single Room Occupancy, Efficiency Units, Mobile Home or Trailers, Manufactured Homes

Single Room Occupancy

Single room occupancy (SRO) unit provides living and sleeping space for the exclusive use of the occupant but requires the occupant to share sanitary and/or food preparation facilities with others. No more than one person may occupy an SRO unit.

- ESG assistance may be provided using SRO Fair Market Rent + utilities.
- Agencies can provide ESG assistance provided the rent is **not** already based upon income (subsidized).
- When providing ESG assistance in an SRO unit, there **must** be a lease in place.
- Because *no children live in SRO housing*, the Housing Quality Standards applicable to lead based paint do not apply.
- **However, additional Habitability Standards do apply:**

Access: Access doors to the SRO unit must have working locks for privacy. The occupant must be able to access the unit without going through any other unit. Each unit must have immediate access to two or more approved means of exit from the building, appropriately marked and leading to safe and open space at ground level. The SRO unit must also have other means of exit required by State or local law.

Fire Safety: All SRO facilities must have a sprinkler system that protects major spaces. Major spaces are defined as hallways, common areas, and any other areas specified in local fire, building or safety codes. SROs must also have hard-wired smoke detectors, and any other fire and safety requirement required by state or local law.

Sanitary facilities and space and security standards must meet local code requirements for SRO housing. In the absence of local code standards the requirements discussed below apply [24 CFR 982.605]:

Sanitary Facilities: At least one flush toilet that can be used in privacy, a lavatory basin and a bathtub or shower in proper operating condition must be provided for each six persons (or fewer) residing in the SRO facility. If the SRO units are leased only to men, flush urinals may be substituted for up to one half of the required number of toilets. Sanitary facilities must be reasonably accessible from a common hall or passageway, and may not be located more than one floor above or below the SRO unit. They may not be located below grade unless the SRO units are located on that level.

Space and Security: An SRO unit must contain at least 110 square feet of floor space, and at least four square feet of closet space with an unobstructed height of at least five feet for use by the occupant. If the closet space is less than four square feet, the habitable floor space in the SRO unit must be increased by the amount of the deficiency. Exterior doors and windows accessible from outside the SRO must be lockable.

- All other ESG eligibility requirements apply.

Efficiency or Studio Units

Definition: A small apartment unit which combines living room, bedroom, and kitchenette into a single room. Efficiency apartments are sometimes smaller than studio apartments.

- ESG assistance may be provided based on 0-bedroom size at Fair Market Rent + utilities.
- All other ESG eligibility requirements apply.

Mobile Home or Trailers: a structure that is transportable in one piece and can be moved from one place to another. The term 'mobile home' or 'trailer' is often used interchangeably.

ESG funds may assist with these recognized housing units as long as they are securely attached to a stationary pad, i.e. tied down. The pad may be either a poured basement, concrete slab on grade or, must be securely anchored to the site; the unit may or may not have a 'tongue' removed; the unit may or may not be 'skirted'. Many of these conditions are dependent upon local code requirements.

- ESG will not pay for any unit that can be attached to a vehicle and readily moved from location-to-location.
- ESG will not pay for units that are intended for recreational purposes such as campers or tents.

Housing Case Managers shall use discretion when committing ESG funds for the use of these units and documentation must be in the file.

- In order to provide ESG assistance a lease must be in place.
- ESG assistance may be made for the unit size FMR amount and may include the lot rent if it is written in the lease as such.
FMR amount + lot rent amount should NOT be added together to obtain FMR. It is one or the other, not both. (Utilities would also need to be considered as part of the FMR.)
- Persons receiving ESG assistance may not pay the 'difference' in order to 'qualify' under FMR amounts.
- ESG may assist those who own units but cannot afford to pay lot rent.
- All other ESG eligibility requirements apply.
- Rent Reasonableness is based on comparable units taking into consideration location and size of unit.
- Units may be in a community setting or on private property.
- **Additional Habitability Standards do apply:**

Security: A mobile home or trailer must be placed on the site in a stable manner and must be free from hazards such as sliding or wind damage. The home must be securely anchored by a tie-down device that distributes and transfers the loads imposed by the unit to appropriate ground anchors to resist overturning and sliding.

Manufactured Housing - A manufactured home is a manufactured structure transportable in one or more parts that is built on a permanent chassis and designed for use as a principal place of residence.