



City of Detroit  
Detroit City Council  
Council Member Angela Whitfield Calloway  
District 2

## MEMORANDUM

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TO: Julie Schneider, Director, HRD

FROM: Council Member Angela Whitfield-Calloway *AWC*

DATE: November 5, 2024

RE: Requesting Information Regarding Housing Instability Support

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Councilmember Calloway is requesting information regarding Detroit Housing Services' policies on participant support, program termination, and available funding for emergency storage assistance. This inquiry is part of an effort to understand the resources and recourse options available to program participants facing housing instability. Additionally, we seek clarification on policies related to program re-enrollment and emergency support for individuals in urgent need.

### 1. Program Termination and Re-enrollment Process

- Can you clarify the grounds for program termination within Detroit Housing Services, particularly for the housing relocation and stabilization program?
- What is the appeals process for individuals who feel they were wrongfully terminated from the program?
- Under what circumstances, if any, would Detroit Housing Services consider reinstating support to a terminated participant, especially in urgent situations?

### 2. Funding and Financial Support for Storage Costs

- Does HRD/DHS have emergency funds or a discretionary budget to assist with short-term storage costs for individuals facing homelessness or housing instability?
- Are there any existing partnerships or funding mechanisms that could provide immediate storage assistance in cases like this, either directly through the department or through community organizations?
- Has the department considered implementing a policy to cover temporary storage costs for individuals undergoing housing transitions to prevent loss of belongings?

### 3. Review of "Notice of Final Program Support" Agreement



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- Could you provide details on the “Notice of Final Program Support” and the conditions under which this agreement is typically issued to participants?
- How does the department ensure that agreements such as the “Notice of Final Program Support” are signed voluntarily, without coercion, and that participants are fully informed of their options?
- What steps does the department take to protect individuals from losing essential services, especially when they are facing urgent financial hardship?

**4. Policy and Program Adjustments for Vulnerable Individuals**

- How does the department assess and address potential financial hardships that participants may face if their support is withdrawn?
- What safeguards are in place to ensure that individuals with limited financial resources do not lose access to crucial services, such as case management and housing navigation?

**5. Alternative Storage and Housing Resources**

- Has the department explored partnerships with local storage companies, non-profits, or community groups to offer low-cost or free storage for individuals in transitional housing?
- Are there city-run or city-subsidized storage options available for individuals who are temporarily storing belongings while in transitional housing or awaiting stable housing?

We look forward to your prompt response to the questions outlined and any additional guidance you can provide to aid in resolving immediate and future issues regarding housing instability.

Please contact our office if you have any questions or concerns – Ramses Dukes,  
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