

**Winston-Salem/Forsyth County Continuum of Care
PREVENTING INVOLUNTARY FAMILY SEPARATION
Policies and Procedures**

I. Policy: For Continuum of Care (CoC) or Emergency Solutions Grants (ESG) funded programs which serve families with children, the age and gender of a child under age 18 will not be used as a basis for denying any family's admission to the program

II. Procedures:

1. ***Documentation of Requirement*** The prohibition against involuntary family separation shall be incorporated into all local funding agreements for CoC or ESG funds.
2. ***Appeals Procedure*** Every organization receiving CoC or ESG funding and which serves households with children shall provide each household head with contact information for the City of Winston-Salem to enable the household to alert the City of any involuntary family separation. The City shall convey any alerts received to the Vice Chairperson of the Continuum of Care Operating Cabinet, who shall attempt to resolve the issue within 3 business days and who shall communicate a response in writing to the household, affected agency and the City. If the issue is not resolved, the program participant may appeal, through the City of Winston-Salem, to the Chairperson of the Operating Cabinet, who shall consult with the Executive Committee of the Operating Cabinet and provide a written response to the household, affected agency and City within 3 business days.
3. ***Training*** The Continuum of Care shall provide annual training on preventing involuntary family separation.

III. Reference:

1. HEARTH Act 'SEC. 404. PREVENTING INVOLUNTARY FAMILY SEPARATION. "(a) IN GENERAL.—... any project sponsor receiving funds under this title to provide emergency shelter, transitional housing, or permanent housing to families with children under age 18 shall not deny admission to any family based on the age of any child under age 18.
2. ESG Interim Rule: "(b) Prohibition against involuntary family separation. The age, of a child under age 18 must not be used as a basis for denying any family's admission to an emergency shelter that uses Emergency Solutions Grant (ESG) funding or services and provides shelter to families with children under age 18."
3. Continuum of Care Program Interim Rule: Section 578.93 (e) Prohibition against involuntary family separation. The age and gender of a child under age 18 must not be used as a basis for denying any family's admission to a project that receives funds under this part.