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**INFORMATION ABOUT THE CT BOS EMERGENCY TRANSFER PLAN**

**INSTRUCTIONS FOR CANS & PROVIDERS:**

If you work for a CT BOS funded project or a Coordinated Access Network (CAN), here's what you should do:

1. Read the notice below and insert the information that is specific to your project.
2. Make sure to give this notice to all households who are asking for help or already receiving it. You need to do this when they first apply, when they enter your project, and at least once each year.
3. Take the time to go over this notice with the people who are asking for or getting services. This will help them know and understand their rights.

Be sure to do these things for every applicant and participant even if you don’t think they are a DV survivor.

**YOUR RIGHT TO MOVE TO A SAFER PLACE IF YOU HAVE BEEN HURT**

The [CT BOS Emergency Transfer Plan](https://www.ctbos.org/wp-content/uploads/2020/11/Emergency-Transfer-Plan-for-DV-2018.08.17.pdf) allows people who have been hurt to move to a safer place. The plan helps people who have faced really bad situations like domestic violence, dating violence, sexual assault, stalking or human trafficking to move to a different apartment. The agency that is helping you with your housing will help you get another place to live and will try to also help find ways to pay for moving costs.

**Things You Should Know About CT BOS Emergency Transfer Plan:**

**Who has the right to move to a safer place?**

If you have been hurt and think you need to move so that you don’t get hurt again soon, you can ask to move to a safer place. The goal is to help you escape from any more harm from bad situations like domestic violence, dating violence, sexual assault, stalking or human trafficking. This is called an emergency transfer.

**How can I request to move?**

* To ask to move to a safer place go to the offices of the people who help you with your housing. Give them something in writing that says you need to move to be safe. That office is located at: **(INSERT ADDRESS FOR YOUR PROJECT)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* This person can help you: Staff Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Be sure that what you give them in writing says:

1. You believe that you will be hurt soon from more violence if you stay in the same apartment where you live now; **OR**
2. You were sexually assaulted. It happened in your apartment or on the property. It happened in the last the 3 months (90 days).

**Your Information is Private and Safe.**

* The people in charge of helping you with your housing won’t tell anyone about your request to move unless you tell them that they can or they have to under the law.
* They won’t share your new address with the person who hurt you.
* They must keep your information private and safe.

**How long will it take to move?**

* When you ask to move to a safer place, the people in charge of your housing will help you move as soon as they can. We can't say for sure how long it will take.
* They might not have an available apartment that meets your needs. In that case, they will connect you with a service called 2-1-1, and the local Coordinated Access Network (CAN) will help find a place where you can move.
* There are rules about who can live in some apartments. This can make moving take longer. The people in charge of helping you with housing will do their best to find a place that is a good fit for you. They will help you get any paperwork that you need to meet the rules.

**What if I need to move to a different county or state?**

* You might be able to move to a different county or even a different state. Talk about this with the people who help you with your housing.

**What if the place where they want me to move is not safe for me?**

* If you're worried that the new place t isn't safe, you can ask for a different one.

**What happens if not everyone in my family moves with me?**

* Sometimes a family splits up for an emergency transfer. Sometimes the person leaving the apartment was the one who met the rules so that your family could get help. If that’s the case, then the rest of your family will have time to figure out if they can stay in the apartment or find another place to live. They will have at least 3 months (90 days) or until the lease ends. They might be able to get an extra 60 days to figure it out. For projects funded by CT BOS, they have until the end of the lease. In all cases, the family members who stay in the apartment will have to pay rent based on the usual program rules.

**What if I need more help?**

* You can talk to an agency that helps people in situations like yours. The people who help you with your housing can connect you to the CT Coalition Against Domestic Violence (CCADV) or the CT Alliance to End Sexual Violence (The Alliance). They are experts in helping people who have been hurt.

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| **CCADV’s Safe Connect hotline** is available 24 hours per day, 7 days per week by phone or text at 888-774-2900. You can also reach them by chat at <https://ctsafeconnect.com>.  **The Alliance’s 24-Hour Toll-Free Hotline:**  [English: 1-888-999-5545 (Call or Text)](tel:(888)%20999-5545)  [Español: 1-888-568-8332](tel:(888)%20568-8332)  If you want **help from an agency outside of Connecticut**, you can contact one of these:   * National Domestic Violence Hotline at 1-800-799-7233. If you have trouble hearing, you can call 1-800-787-3224 (TTY). * Rape, Abuse & Incest National Network’s National (RAINN) Sexual Assault Hotline at 800-656- HOPE, or visit their online hotline at <https://ohl.rainn.org/online/>   **Services are available in different languages. You can choose to keep your identity secret.** |