Who can use this program?
Applicants may be eligible for this program if they meet all of the following:
- Is within 30 days of ERD, or was found releasable by the ISRB and meet the remaining program criteria.
- Lack funds or resources to secure an approved release address.
- Are at risk of remaining incarcerated past their ERD.
- Agree to participate in transitional support programming and sign the ERD Housing Voucher Program Criteria Worksheet.
- Are scheduled to be under community supervision during the period of assistance.
- Are in compliance with all facility rules and their Custody Facility Plan while incarcerated and with all conditions of supervision once released to the community.

Are any applicants NOT eligible for the ERD Housing Voucher Program funds?
Ineligible applicants include those who:
- Have resources and would be releasing on their ERD.
- Will not be under supervision by DOC after release.
- Will release on their ERD regardless of whether any term of supervision is pending.
- Are in violation of their Custody Facility Plan or any Facility Rules.
- Refuse to sign the Housing Voucher Participant Agreement.
- Will release at or near their maximum prison release date.

Regional Housing Specialists are available to assist the classification counselor and work release community corrections officer in developing release plans on behalf of releasing individuals.

Yakima CJC | (509) 574-9834
Counties served: Adams, Benton, Chelan, Columbia, Douglas, Franklin, Grant, Kittitas, Klickitat, Walla Walla, and Yakima

Spokane CJC | (509) 363-2790
Counties served: Asotin, Ferry, Garfield, Lincoln, Okanogan, Pend Oreille, Spokane, Stevens, and Whitman

Vancouver CJC | (360) 449-7660
Counties served: Clark, Cowlitz, Grays Harbor, Lewis, Mason, Pacific, Skamania, Thurston and Wahkiakum

Tacoma CJC | (253) 680-2620
Counties served: Kitsap and Pierce

Seattle CJC | (206) 516-7622 or (253) 333-5931
County served: King

Everett CJC | (425) 513-5239
Counties served: Snohomish, Clallam, Jefferson, Skagit, Whatcom, Island, and San Juan

ERD Housing Voucher Program
P.O. Box 41127
Tumwater, WA 98501
Releasing individuals become eligible to apply for benefits from this program when within 30 days of ERD or has been found releasable by the ISRB. Exceptions for early benefit approval due to special or unique circumstances must be approved by the Housing Program Administrator/designee.

The program’s eligibility criteria are defined in a document called a Criteria Worksheet which is intended as an application, screening document and contract defining expectations for the applicant. These expectations are intended to be followed before and after release from prison. Programming includes all facility rules and all components of the applicant’s Custody Facility Plan (CFP). The document is to be signed between the applicant and department, usually the assigned Classification Counselors (CC) or Work Release Community Corrections Officers (WR CCO). Upon release, participants are expected to comply with all conditions of supervision and any special requirements specified in the agreement.

If an applicant has some resources and would like to request partial benefits as assistance, he or she should discuss this with their assigned CC or WR CCO. The CC or WR CCO will discuss potential arrangements for partial assistance with the applicable Regional Housing Specialist.

The Department’s transition policy requires the CC or WR CCO to work with releasing individuals during the 12 month period leading up to the Earned Release Date (ERD) to plan for the eventual return to the community.

Staff and releasing individuals are expected to work together using the individual’s personal resources to develop approvable release plans. Personal resources are typically family or friends willing to assist, organizations, support persons, personal savings or other sources of income or assistance. Housing referrals may be requested by releasing individuals through their CCs or WR CCOs at any time during the transition planning period.

If a release plan has not been approved due to a lack of funds, releasing individuals may apply for financial assistance from the department when the individual is within 30 days of their ERD or has been found releasable by the ISRB. Exceptions for earlier benefit approval due to special or unique circumstances must be staffed with the Housing Program Administrator/designee.

What to Expect from DOC

12 months prior to the ERD
- At reception, CCs will meet with all individuals to initiate release planning and to obtain information for any potential release address.
- If individuals require assistance locating an approvable release address, the CC or WR CCO will contact the Regional Housing Specialist responsible for the individual’s required release area to obtain appropriate and current housing referrals.
- The CC or WR CCO will contact prospective housing providers by telephone or e-mail as appropriate.
- The CC or WR CCO will assist individuals with any necessary application process by facilitating telephone interviews with prospective sponsoring organizations or providers or mailing application materials as necessary.

6 months prior to the ERD
- The CC or WR CCO will begin submitting appropriate release addresses, funded by the individual’s personal resources, for investigation by the department.
- The CC or WR CCO will continue to work with the releasing individual until a plan is approved.
- Release plans submitted for investigation which require payment and do not identify an available funding source will be denied.