

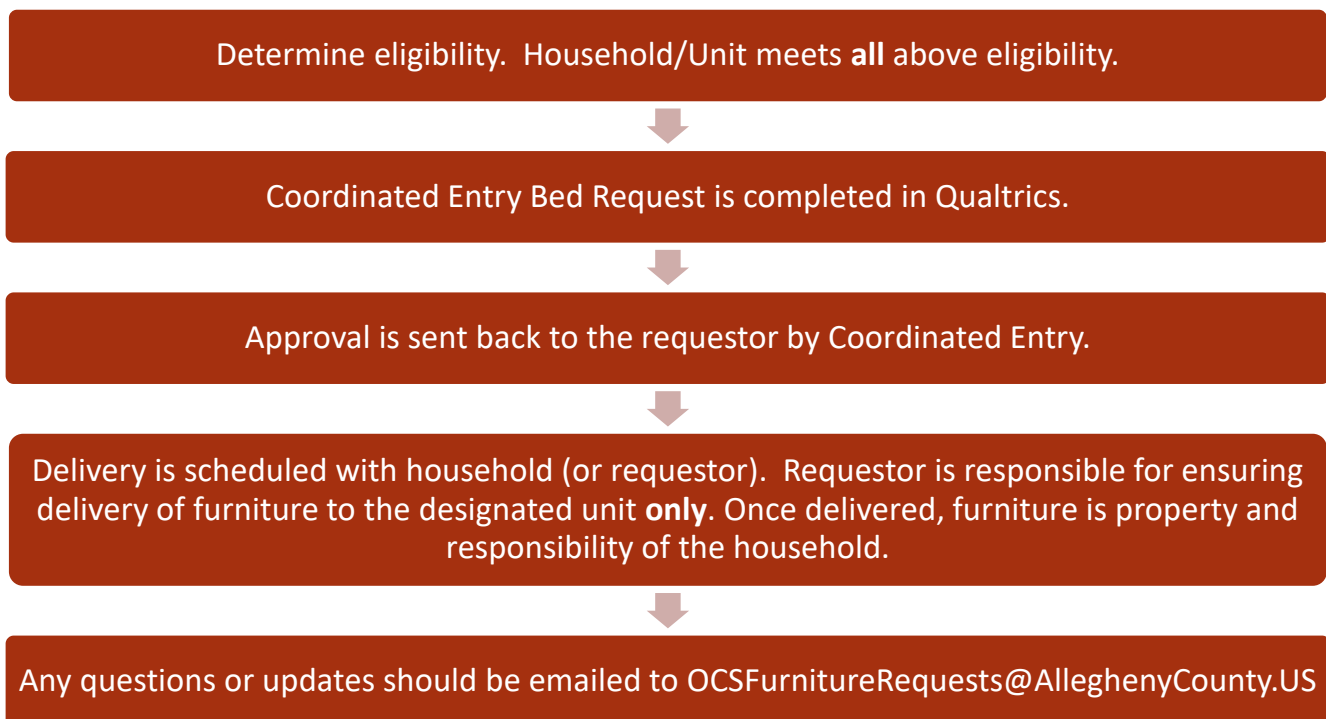
## COC NEW MOVE BED REQUEST PROCESS OFFICE OF COMMUNITY SERVICES & COORDINATED ENTRY

Allegheny County Department of Human Services' Office of Community Services can assist households experiencing homelessness within our Continuum of Care (CoC) and moving into permanent housing to obtain new bed frames, box springs, and/or mattresses through a request to Coordinated Entry.

### Eligibility for Bed Request:

- The unit must be deemed habitable by the requestor.
  - If enrolled in a CoC housing program the unit must pass the formal HQS inspection before request can be made.
- The CoC household should have signed a year lease.
- The CoC household must have a solid move-in date or should have moved into the unit within the last 30 days.
  - If this is not the case, please provide justification on the request where asked as to why the request is happening outside of that "new move" window of time.
- Furniture must be delivered directly to the unit.
- Requestor is responsible for ensuring that the furniture is delivered to the unit.
  - This could involve the staff member being present during the delivery.

### Process for Bed Request ([Coordinated Entry Bed Request Form](#)):



*This request process is managed by Coordinated Entry and any process specific questions can be sent to [OCSFurnitureRequests@AlleghenyCounty.US](mailto:OCSFurnitureRequests@AlleghenyCounty.US) or Johnna Kerner, Coordinated Entry System Manager [Johnna.Kerner@AlleghenyCounty.US](mailto:Johnna.Kerner@AlleghenyCounty.US).*