## .05 Domestic Violence Emergency Shelter - Status of the Former Budgetary Unit

When it is discovered that a participant other than the PI has moved to a shelter, complete the following:

- Take prompt action to effect the change in the former budgetary unit's circumstances. (See Removing a Participant)
- Reduce the former budgetary unit's benefit amount.
- Send the appropriate notice within processing time frames.
  (See <u>Change Notices</u>)