

## APPENDIX A: DEFINITION of HOMELESSNESS

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### HOME Family Housing Voucher Project Eligibility (highlighted below):

- 1) Households with dependent children who meet the HUD Definition of Homelessness, Category 1, or
- 2) Households with dependent children who meet the criteria under category 4 and live in an emergency shelter or other place described in category 1.

<b>CRITERIA FOR DEFINING HOMELESSNESS</b>	<b>Category 1</b>	Literally Homeless	<p>(1) Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:</p> <p>(i) Has a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;</p> <p>(ii) Is living in supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); <b>OR</b></p> <p>(iii) Is exiting an institution where (s)he resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.</p>
	<b>Category 2</b>	Imminent Risk of Homelessness	Not eligible
	<b>Category 3</b>	Homeless under other Federal statutes	Not eligible
	<b>Category 4</b>	Fleeing/ Attempting to Flee Domestic Violence	<p>(4) Any individual or family who:</p> <p>(i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;</p> <p>(ii) Has no other residence; <b>AND</b></p> <p>(iii) Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing.</p>

## HOMELESSNESS RECORDKEEPING REQUIREMENTS

Evidence for establishing and verifying homeless status in preferred order of documentation is:

- a. Third-party documentation – including written and source documents (including HMIS)
- b. Local CARES Housing Support Agency Staff observation – documented
- c. Certification from the person seeking assistance – Local CARES Housing Support Agency Staff must certify other efforts were made to obtain third party documentation before allowing an applicant to self-certify.

### ACCEPTABLE FORMS OF DOCUMENTATION

<b>Category 1</b>	Literally Homeless	<ul style="list-style-type: none"> <li>• Written observation by the outreach worker; <b><u>OR</u></b></li> <li>• Written referral by another housing/service provider; <b><u>OR</u></b></li> <li>• Certification by the individual or head of household seeking assistance stating that (s)he was living on the streets or in shelter;</li> <li>• For individuals exiting an institution – one of the forms of evidence above <b><u>AND</u></b> <ul style="list-style-type: none"> <li>○ Discharge paperwork OR written/oral referral, <b><u>OR</u></b></li> <li>○ Written record of intake worker’s due diligence to obtain above evidence <b><u>AND</u></b> certification by individual that they exited institution.</li> </ul> </li> </ul>
<b>Category 4</b>	Fleeing/ Attempting to Flee Domestic Violence	<p>For Domestic Violence Shelter/Service providers:</p> <ul style="list-style-type: none"> <li>• An oral statement by the individual or head of household seeking assistance which states: they are fleeing; they have no subsequent residence; and they lack resources. Statement must be documented by a self-certification or a certification by the intake worker.</li> </ul> <p>For non-victim service providers:</p> <ul style="list-style-type: none"> <li>• Oral statement by the individual or head of household seeking assistance that they are fleeing. This statement is documented by a self-certification or by the caseworker. Where the safety of the individual or family is not jeopardized, the oral statement must be verified; <b><u>AND</u></b></li> <li>• Certification by the individual or head of household that no subsequent residence has been identified; <b><u>AND</u></b></li> <li>• Self-certification, or other written documentation, that the individual or family lacks the financial resources and support networks to obtain other permanent housing.</li> </ul>