

Howard County FY2022 Coordinated Entry (CSHS) Eligibility Form – Version 2**

I certify that _____ is eligible for the CES/CSHS because this individual/family meets all of the following qualifying criteria:

1. ___ Is a Howard County resident

- a. ___ Has lived in Howard County for the last 6 months with documentation of established residency (ex. DSS benefits, SSI award, lease, license, utility, outreach worker, etc.)
- b. ___ Is returning to Howard County after leaving less than one year ago and has not established residency in another county

****Residency requirement is not applicable to households fleeing/attempting to flee domestic violence or human trafficking.****

****Residency requirement is suspended for shelter during the Howard County state-of-emergency declared in response to the COVID-19 pandemic.****

2. ___ Has an annual income below 50% (Baltimore AMI, 2016) of median family income for the area.
(Figures below are specific to eligibility for CES/CSHS. Providers should also consult grant documents for project-specific eligibility criteria.)

	1 person	2 person	3 person	4 person	5 person	6 person	7 person	8 person
50%	\$36,800	\$42,050	\$47,300	\$52,550	\$56,800	\$61,000	\$65,200	\$69,400
30%	\$22,100	\$25,250	\$28,400	\$31,550	\$34,100	\$36,600	\$40,120	\$44,660

3. ___ Meets one of the following qualifying criteria for homelessness:

- a. **___ Literally Homeless: Individual or family who lack a fixed, regular, and adequate nighttime residence meaning (mark one with "x"):**
 - i. ___ Has a primary nighttime residence that is a public or private place not meant for human habitation; **OR**
 - ii. ___ Is living in a publicly or privately operated shelter designed to provide temporary living arrangements (including congregate shelter, transitional housing, and hotels and motels paid for by a charitable organizations or Federal, State and local government programs); **OR**
 - iii. ___ Is exiting an institution where (s)he has 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.
- b. **___ Imminent Risk of Homelessness: Individual or family who will imminently lose their primary nighttime residence, provided that:**
 - i. Residence will be lost within 14 days of the date of application for homeless assistance; **AND**
 - ii. No subsequent residence has been identified; **AND**
 - iii. The individual or family lacks the resources or support networks needed to obtain other permanent housing.

Guidelines for Supporting Documents

✓	Living Situation	Documentation Required, in order of preference <i>(check the box that identifies documents attached)</i>
	Literally Homeless	<input type="checkbox"/> Written observation by the outreach worker; <u>or</u> <input type="checkbox"/> Written referral by another housing or service provider; <u>or</u> <input type="checkbox"/> Certification by the individual or head of household seeking assistance that (s)he was living on the streets or in shelter; <input type="checkbox"/> For individuals exiting institutions – one of the forms of evidence above and: <ul style="list-style-type: none"> • Discharge paperwork or written /oral referral, or • Written record of intake worker’s due diligence to obtain above evidence and certification by individual that they exited institution.
	Imminent Risk of Homelessness	<input type="checkbox"/> A court order resulting from an eviction action notifying the individual or family that they must leave; <u>or</u> <input type="checkbox"/> For individual and families leaving a hotel or motel – evidence that they lack the financial resources to stay; <u>or</u> <input type="checkbox"/> A documented and verified oral statement; <u>and</u> <input type="checkbox"/> Certification that no subsequent residence has been identified; <u>and</u> <input type="checkbox"/> Self-certification or other written documentation that the individual lack financial resources and support necessary to obtain permanent housing

Staff Signature

Date

Print Name

Title/Organization