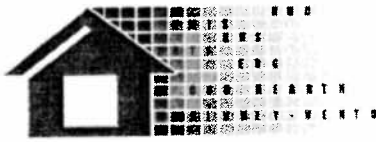



# Homeless Definition

|   |                       |  |   |
|---|-----------------------|--|---|
| <b>CRITERIA FOR<br/>DEFINING HOMELESS</b> | <b>Category<br/>1</b> | <b>Literally<br/>Homeless</b>                        | <p>(1) Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:</p> <ul style="list-style-type: none"> <li>(i) Has a primary nighttime residence that is a public or private place not meant for human habitation;</li> <li>(ii) Is living in a 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 and local government programs); <u>or</u></li> <li>(iii) Is exiting an institution where (s)he has resided for 90 days or less <u>and</u> who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution</li> </ul> |
|   | <b>Category<br/>2</b> | <b>Imminent Risk of<br/>Homelessness</b>             | <p>(2) Individual or family who will imminently lose their primary nighttime residence, provided that:</p> <ul style="list-style-type: none"> <li>(i) Residence will be lost within 14 days of the date of application for homeless assistance;</li> <li>(ii) No subsequent residence has been identified; <u>and</u></li> <li>(iii) The individual or family lacks the resources or support networks needed to obtain other permanent housing</li> </ul>   |
|   | <b>Category<br/>3</b> | <b>Homeless under<br/>other Federal<br/>statutes</b> | <p>(3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:</p> <ul style="list-style-type: none"> <li>(i) Are defined as homeless under the other listed federal statutes;</li> <li>(ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application;</li> <li>(iii) Have experienced persistent instability as measured by two moves or more during in the preceding 60 days; <u>and</u></li> <li>(iv) Can be expected to continue in such status for an extended period of time due to special needs or barriers</li> </ul>  |
|   | <b>Category<br/>4</b> | <b>Fleeing/<br/>Attempting to<br/>Flee DV</b>        | <p>(4) Any individual or family who:</p> <ul style="list-style-type: none"> <li>(i) Is fleeing, or is attempting to flee, domestic violence;</li> <li>(ii) Has no other residence; <u>and</u></li> <li>(iii) Lacks the resources or support networks to obtain other permanent housing</li> </ul>   |



# Homeless Definition

|  |                   |                                       |  |
|--|-------------------|---------------------------------------|--|
| <b>RECORDKEEPING REQUIREMENTS</b><br><br> | <b>Category 1</b> | Literally Homeless                    | <ul style="list-style-type: none"> <li>• Written observation by the outreach worker; <u>or</u></li> <li>• Written referral by another housing or service provider; <u>or</u></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> <br/> <li>• For individuals exiting an institution—one of the forms of evidence above <u>and</u>:             <ul style="list-style-type: none"> <li>○ discharge paperwork <u>or</u> written/oral referral, <u>or</u></li> <li>○ written record of intake worker’s due diligence to obtain above evidence <u>and</u> certification by individual that they exited institution</li> </ul> </li> </ul>  |
|  | <b>Category 2</b> | Imminent Risk of Homelessness         | <ul style="list-style-type: none"> <li>• A court order resulting from an eviction action notifying the individual or family that they must leave; <u>or</u></li> <li>• For individual and families leaving a hotel or motel—evidence that they lack the financial resources to stay; <u>or</u></li> <li>• A documented and verified oral statement; <u>and</u></li> <br/> <li>• Certification that no subsequent residence has been identified; <u>and</u></li> <li>• Self-certification or other written documentation that the individual lack the financial resources and support necessary to obtain permanent housing</li> </ul>  |
|  | <b>Category 3</b> | Homeless under other Federal statutes | <ul style="list-style-type: none"> <li>• Certification by the nonprofit or state or local government that the individual or head of household seeking assistance met the criteria of homelessness under another federal statute; <u>and</u></li> <li>• Certification of no PH in last 60 days; <u>and</u></li> <li>• Certification by the individual or head of household, and any available supporting documentation, that (s)he has moved two or more times in the past 60 days; <u>and</u></li> <li>• Documentation of special needs <u>or</u> 2 or more barriers</li> </ul>  |
|  | <b>Category 4</b> | Fleeing/<br>Attempting to Flee DV     | <ul style="list-style-type: none"> <li>• <i>For victim service providers:</i> <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> </li> <li>• <i>For non-victim service providers:</i> <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; <u>and</u></li> <li>○ Certification by the individual or head of household that no subsequent residence has been identified; <u>and</u></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> </li> </ul> |

### New populations covered under Category 3 of HUD Homeless Definition

**Note: Category 3 does not apply to HUD-funded Permanent Housing**

**Note: Westchester CoC does not yet have permission from HUD to use Category 3**

| Federal Statute   | Expanded population not covered in Category 1, 2, or 4   | Certifying Agency  |
|---|--|--|
| section 387 of the Runaway and Homeless Youth Act<br>(42 U.S.C. 5732a)          | Runaway/ homeless youth less than age 21 in contact with ACF-funded shelter/ outreach who can't return safely home and is not currently safe.      | Sanctuary or other ACF-funded runaway shelter                          |
| section 637 of the Head Start Act<br>(42 U.S.C. 9832)                           | Families with children enrolled in Head Start who are doubled up, or awaiting foster care placement  | Family Services of Westchester, WestCOP, or other Head Start providers |
| section 330(h) of the Public Health Service Act<br>(42 U.S.C. 254b(h))          | Family or youth client of a neighborhood health center who "lacks housing" including living in a temporary living facility or transitional housing | Federally-funded Neighborhood Health Centers                           |
| section 3 of the Food and Nutrition Act of 2008<br>(7 U.S.C. 2012)              | Family or youth who receive food stamps who are doubled up with a limit of 90 days   | WC DSS   |
| section 17(b) of the Child Nutrition Act of 1966<br>(42 U.S.C. 1786(b))         | Family or youth who receive WIC who are doubled up with a limit of 365 days  | WC DSS   |
| section 725 of the McKinney-Vento Homeless Assistance Act<br>(42 U.S.C. 11434a) | Families with children enrolled in school who are doubled up, or awaiting foster care placement  | Local school districts   |

### Records Needed to Document Eligibility under Category 3 of Homeless Definition

**Note: Category 3 does not apply to HUD-funded Permanent Housing**

**Note: Westchester CoC does not yet have permission from HUD to use Category 3**

| <b>Criteria being certified</b>  | <b>Required document</b>   |
|--|--|
| <p>1 Certification by the nonprofit or state or local government that individual or head of household seeking assistance met the criteria of homelessness under another federal statute</p>  | <ul style="list-style-type: none"> <li>• Third Party signed, written letter from Federally-funded agency administering the Federal program</li> </ul>  |
| <p>2 Certification of no PH in last 60 days</p>  | <p>In order of preference:</p> <ul style="list-style-type: none"> <li>• Third Party – Written <b>OR</b></li> <li>– HMIS service/stay record</li> <li>– Homeless Certification/Written Referral from housing provider</li> <li>– Written statement from a tenant/homeowner</li> <li>• Third Party – Oral <b>OR</b></li> <li>• Self-Certification</li> </ul>   |
| <p>3 Certification by the individual or head of household and any available supporting documentation that (s)he has moved two or more times in past 60 days</p>  | <ul style="list-style-type: none"> <li>• Self-Certification, supported by</li> <li>– Recorded statements or records obtained from each owner or renter of housing, provider of shelter or housing, or social worker, case worker, or other</li> <li>appropriate official of a hospital or institution in which the individual or family resided <b>OR</b></li> <li>– Where these statements or records are unobtainable, a written record of the intake worker's due diligence in attempting to obtain these statements or records.</li> </ul> |
| <p>4 Documentation of special needs</p> <ul style="list-style-type: none"> <li>- chronic disabilities; chronic physical health or mental health conditions, substance addiction</li> </ul>   | <ul style="list-style-type: none"> <li>• Written diagnosis from professional licensed by state to diagnose and treat condition</li> </ul>  |
| <p><b>OR</b></p> <p>Documentation of 2 or more barriers to employment</p> <ul style="list-style-type: none"> <li>- which include: the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment</li> </ul> | <ul style="list-style-type: none"> <li>• Employment records; department of corrections records; literacy, English proficiency tests; or other reasonable documentation</li> </ul>  |