

EMERGENCY HOUSING VOUCHERS (EHV) – CES DIRECT REFERRAL

Instructions: This referral is to be used only AFTER you have completed the Coordinated Entry Screening. If you do not have access to the Coordinated Entry System (CES) contact hometeam@mendocinocounty.org for further assistance.

ALL SECTIONS OF THIS FORM MUST BE COMPLETED. Complete sections one through six of this direct referral form for individuals or families you have determined meet one of the four eligibility criteria. Once complete, and if the EHV waiting list is open, email **the completed referral form and the release of information to CDC at ehv@cdchousing.org**

1). COORDINATED ENTRY (CE) SYSTEM

Project Sanctuary Referral

Date entered into CE		Date enrolled in CE	
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Date of most recent CE update		Screeners Name	
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2). REFERRING AGENCY AND POINT OF CONTACT

Agency		Case Manager/Contact	
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Phone Number		Email Address	
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3). HOUSEHOLD INFORMATION

HOH Name		Disability <input type="checkbox"/> Yes <input type="checkbox"/> No	HMIS #	Gender
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Date of Birth		Social Security #		Phone #	
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Mailing Address	
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Physical Address		<input type="checkbox"/> Homeless
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Race	<input type="checkbox"/> Caucasian <input type="checkbox"/> African American or Black <input type="checkbox"/> Asian <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Pacific Islander or Native Hawaiian	Ethnicity	<input type="checkbox"/> Hispanic <input type="checkbox"/> Non-Hispanic
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Estimated Monthly Income	\$	Total adults in the household		Total minors in the household	
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TURN OVER

4). REFERRAL ELIGIBILITY CATEGORIES FOR EHV_s

By checking a box below, I certify the individual or family identified meets one of the four EHV eligibility categories listed below (**must check one**):

- Homeless** The meaning and definition of “homeless” is defined in the MCHCSCOC CE policy.
- At Risk of Homelessness** The meaning and definition of “at-risk of homelessness” is defined in the MCHCSCOC CE policy.
- Fleeing or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking** – The meaning and definition of this eligible category is defined by the definition set forth in PIH Notice 2021-15(HA).
- Recently Homeless** – Recently homeless is defined as individuals and families who have previously been classified by a member agency of the MCHCSCoC as homeless but are not currently homeless as a result of homeless assistance, temporary rental assistance or some type of other assistance, and where the MCHCSCoC or its designee determines that the loss of such assistance would result in a return to homelessness or the family having a high risk of housing instability.

5). ADDITIONAL PREFERENCES

Preferences Not Applicable

Complete this section only if the household qualifies for one of the preferences listed below, otherwise check the box “Preferences Not Applicable”, then precede to section 6.

In addition to one of the four eligibility categories listed above, by checking a box below, I certify the household identified qualifies for the following preferences (**check all that apply**):

- Veteran or Surviving Spouse of a Veteran:** Households containing a veteran or the surviving spouse of a veteran of one of the regular armed forces of the United States.
- Seniors:** Any member of the household who is 55 years of age or older on the date the direct referral is submitted to CDC.
- Families w/ Minor Children:** Households with a minimum of one minor child in which the parent/guardian has at least 51% physical custody of said minor child.
- COVID 19 Risk Factors:** One or more COVID 19 risk factors identified by the HMIS system.

6). FINAL CERTIFICATION

The above information is true and complete to the best of my knowledge. I certify the household identified meets one of the four eligibility criteria listed in section 4 of this form in accordance with the requirements set forth in PIH Notice 2021-15 (HA) and as directed/defined by the MCHCSCoC for the EHV Program.

Referring Agency – Authorized Agents Signature

Date