



CITY OF BEND

BUILDING ON OUR PAST
SERVING THE PRESENT
SHAPING BEND'S FUTURE

Agenda

Emergency Homelessness Task Force – Meeting #4

September 28, 2021, 10:30 a.m. – 12:00 p.m.

Virtual Meeting - Zoom

This meeting will be convened on-line due to COVID-19 concerns.

Zoom Online Meeting Link: [https://bendoregon-](https://bendoregon.gov.zoom.us/j/82826858461?pwd=K3ZEBtYWGxVQlhoWkYyVi9TdIVPZz09)

[gov.zoom.us/j/82826858461?pwd=K3ZEBtYWGxVQlhoWkYyVi9TdIVPZz09](https://bendoregon.gov.zoom.us/j/82826858461?pwd=K3ZEBtYWGxVQlhoWkYyVi9TdIVPZz09)

Call-in Phone Number: 888 788 0099 (Toll Free)

Webinar ID: 828 2685 8461

Passcode: 720129

10:30 a.m. Emergency Homelessness Task Force – Meeting #3

- 1. Welcome & Introductions**
 - 2. Governance/Joint Office**
 - 3. Strategic Planning Scope**
 - 4. Gaps Analysis**
 - 5. Next Steps and Closing**
-



Accessible Meeting Information

This meeting/event location is accessible. Sign language interpreter service, assistive listening devices, materials in alternate format such as Braille, large print, electronic formats and CD formats, or any other accommodations are available upon advance request. Please contact Kayla Duddy at kduddy@bendoregon.gov or (541) 388-5505. Providing, at least, 3 days' notice prior to the event will help ensure availability.



DETERMINING HOMELESS STATUS OF YOUTH

This guide is intended to assist intake workers help determine and document homeless status for youth using the definition of homelessness found in the Emergency Solutions Grants (ESG) and Continuum of Care (CoC) Programs so that youth are not turned away from the housing and services that they need in error. Although the [HUD definition of homelessness](#), except for Category 3 (families and youth defined as homeless under other federal statutes), is not specific to youth or any age group, many communities have had difficulty determining how youth meet HUD's definition of homelessness and what is required in terms of documenting homeless status. The examples in this guide are hypothetical scenarios intended to help providers understand HUD's homeless definition and what documentation is needed. While the scenarios specifically reference youth, the information may be used to determine homeless status for people of all ages seeking assistance. HUD's homeless assistance programs do not prohibit providers from providing assistance to youth who meet the criteria in HUD's definition of homelessness, whether they are unaccompanied children under 18 or youth age 18-24. However, organizations serving unaccompanied children under the age of 18 should be aware that there may be state and local laws or regulations that can affect program design or eligibility for these youth.

HUD and its federal partners recognize that, as communities build more [coordinated and comprehensive responses](#) to ending youth homelessness, they will likely need to construct a menu of appropriate services and housing options for youth that are funded through a variety of public and private, and federal, state and local agencies. HUD's homeless assistance resources should be a part of that menu but likely will not be the only resources or definitions that a community needs to consider. Nevertheless, for HUD's CoC and ESG Program funded projects, intake workers will need to verify homeless status according to HUD's definition.

Verifying homeless status is only the first step, though. A provider must also verify that a youth meets specific project eligibility criteria. Different types of ESG and CoC Program funded projects have different eligibility criteria that are defined in regulations and annual funding announcements made by HUD. Although a youth may be determined to be homeless under a particular Category of HUD's homeless definition, it does not mean that the youth is eligible for all CoC or ESG Program funded projects or that HUD funded homeless assistance projects are the most appropriate type of assistance for these homeless youth. HUD is developing additional technical assistance materials to assist providers in determining eligibility for HUD's homeless assistance projects. This guide is intended to assist providers in understanding how to determine and document homeless status according to HUD. However, in order to effectively match homeless youth to the appropriate resources, each local homeless housing and service project must provide the CoC with their detailed eligibility criteria.

YOUTH HOUSING CRISIS SCENARIOS

ALEXIS

Alexis, 23, had been living with her boyfriend but they broke-up and she could not afford her own place and had no other friends or family willing to let her stay with them. A friend's father offered her a room in his house in exchange for sex and Alexis moved in since she had nowhere else to stay and could not afford her own apartment. Alexis doesn't want to stay there anymore but she has nowhere else to stay, little money, and is afraid she will have to sleep under a bridge if she moves out.

Is Alexis homeless according to HUD's definition? Yes, under [Category 4](#). She has been trading sex for a place to stay and she will lose the place if she refuses to have sex with her friend's father. She has no other housing options or resources to secure her own housing. On the other hand, she wasn't homeless when she was with her boyfriend because he wasn't requiring her to have sex with him to stay at his place and she felt safe.



David, 19, came out to his parents a couple of months ago. His mother was supportive but his father was angry and has been trying to get David to change his mind about his sexual orientation and is drinking more. His father has never hit him but David worried that things could get worse and his father could get violent. A few times, when his father was really upset, David drove around all night to get out of the house. Two weeks ago it was so bad at home he went to his friend's house, but now his friend says David has to leave this week because he will get in trouble with his landlord. David only works sporadically and has nowhere else to stay. He wants help but is embarrassed about going to a homeless service provider and doesn't want to ask his friend for a letter saying he can't stay there anymore because it could get his friend in trouble.

Is David homeless according to HUD's definition? Yes, under [Category 2](#) and under [Category 4](#). He is homeless under Category 2 because he has been staying with friends and has to leave in less than 14 days with no safe alternative housing or resources to secure housing. His parent's house would not be considered other available housing since David states that it is not safe for him to live there due to the possibility of violence by his father. He is also homeless under Category 4 since he was fleeing his home because of his concern that his father would be violent and because his home wasn't a safe or supportive environment.

Does David have to ask his friend for a letter? If the intake worker is qualifying David under Category 2, then no, David only needs to state that his friend will no longer let him stay there. It is the intake worker's responsibility to attempt to obtain written or oral verification from the friend, but David may have to help the intake worker contact his friend (e.g., provide a telephone number or address). If the intake worker is not able to obtain written or oral verification from his friend, then David may provide written self-certification that his statement is true and the intake worker must document their attempts to obtain the higher level of documentation. The intake worker should not attempt to contact David's family if David believes this would jeopardize his safety.

Jordan, 18, had an argument with his mother a month ago because she wouldn't let him drink or smoke in the house. He left and has stayed with different friends a week at a time since then. Now school has started and his friends' parents will no longer allow Jordan to stay with them. His mother is willing to allow him to come back home.


Is Jordan homeless according to HUD's definition? No. He is currently staying with friends and has a safe place to return to with his mother. They may need family counseling or mediation to help them have a better relationship so Jordan will return home and won't leave again until he is ready.

DOCUMENTING THE YOUTH'S PRIOR LIVING SITUATION

- Youth are not responsible for obtaining their own documentation. Instead, intake workers are responsible for documenting the youth's homeless status by verifying the information provided by the youth starting at the initial interview. Using contact information or documents provided by the youth, the intake worker should obtain the information indicated in the chart below.
- If at any point the youth does not want someone to be contacted because he or she fears for their safety – the intake worker SHOULD NOT contact the person and should document the youth's feelings and statements in the case file.
- If the intake worker cannot obtain a higher level of documentation (e.g., a letter from a third-party) the youth can self-certify and the intake worker should document their effort to obtain a higher level of documentation, including notes about why they were not able to.
- If the intake worker is able to obtain documentation at any point during the youth's participation in the project, then the information should be added to the case file to back up intake documentation.
- When documenting category 4, the intake worker needs to ask only enough questions to know what is going on – they should rely on the youth's own statement about his or her feelings and concerns. If the youth indicates there is a safety risk then no further documentation of the safety risk is needed – the intake worker should simply document what the youth stated.



DETERMINING HOMELESS STATUS OF YOUTH QUICK GUIDE

Category	 Living situation	Types of Documentation <i>(responsibility of intake worker to obtain the highest level of documentation possible in each situation)</i>
Category 1 Literal Homelessness	<ul style="list-style-type: none"> Shelter including emergency shelter, transitional housing, or hotel or motel paid by government or charity Street or other place not meant for human habitation (ex. car, garage, park, abandoned building) An institution (ex. jail, hospital, juvenile detention) that the youth is exiting and where youth was resident for 90 days or less AND the youth resided in emergency shelter or place not meant for human habitation immediately prior to entering that institution 	<ul style="list-style-type: none"> Third party documentation, such as: <ul style="list-style-type: none"> HMIS or victim services provider database printed record Written statement by housing or services provider such as homeless liaison, street outreach worker, or shelter provider, or Intake worker direct observation recorded in the file, or Certification of homelessness by youth AND documentation of intake worker's attempts to verify information, or (If exiting institution) Discharge paperwork or a written or oral statement from staff of the institution with beginning and end dates of the time the youth spent in the institution OR certification by youth that they exited institution AND documentation of intake worker's attempts to verify information. Also documentation of shelter or place not meant for human habitation prior to entering institution. <p>NOTE: A youth asking for emergency shelter or street outreach can self-certify their homelessness. This could be a sign-in sheet for shelter with a certification on top that the people signing in are homeless. No further documentation or attempts to verify are required to access emergency shelter.</p>
Category 2 Imminent Risk of Homelessness	<ul style="list-style-type: none"> In own housing, but being evicted within 14 days A hotel or motel paid for by the youth, family or friends where the youth cannot stay for more than 14 days (often due to lack of ability to continue paying) With family or friends and being asked to leave within 14 days <p>Additionally, the youth must have no safe alternative housing, resources or support networks to maintain or obtain permanent housing.</p>	<p>Documentation that youth will lose their housing within 14 days:</p> <ul style="list-style-type: none"> Notice of eviction or equivalent legal document, or Proof of inability to continue to pay for hotel or motel, or Statement by youth that they cannot continue to stay at the place they have been AND written or oral verification from owner or renter of housing obtained by intake worker OR documentation of intake worker's attempts to verify information; and <p>Documentation that the youth has no safe alternative housing, no financial or other resources, and no family or other support networks. Youth can self-certify this.</p>
Category 3 Homeless Under other Federal Statutes	<p>Youth who do not qualify as homeless under the other 3 Categories but who:</p> <ul style="list-style-type: none"> Are homeless under other federal statutes including the Runaway & Homeless Youth Act Have not had their own place with a lease, ownership interest or occupancy agreement in the last 60 days Have moved two or more times in the last 60 days Can be expected to have continued housing instability because of a disability, substance use addiction, history of domestic violence or child abuse, or two or more barriers to employment 	<ul style="list-style-type: none"> Certification of homeless status by the non-profit, or state or local government entity, responsible for administering homeless assistance under other federal statutes, and Certification by the youth that they have not had a lease or other agreement for housing in the last 60 days with written documentation (e.g., from an outreach worker or homeless liaison) OR documentation of intake worker's attempts to verify information, and Certification by the youth that they have had two or more moves in the last 60 days with written documentation OR documentation of intake worker's attempts to verify information, and Documentation of special needs (e.g., copy of SSI check, third party verification, direct observation) or at least two barriers to employment <p>NOTE: HUD must approve CoC Program funded projects to serve youth under Category 3. ESG funded projects do not require HUD approval.</p>
Category 4 Fleeing Domestic Violence	<p>Youth fleeing or attempting to flee their housing or the place they are staying because of domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions related to violence that has taken place in the house or has made them afraid to return to the house, including:</p> <ul style="list-style-type: none"> Trading sex for housing Trafficking Physical abuse Violence (or perceived threat of violence) because of the youth's sexual orientation <p>Additionally, the youth must have no safe, alternative housing, resources or support networks to maintain or obtain permanent housing.</p>	<p>For providers that are not victim service providers:</p> <ul style="list-style-type: none"> Statement by youth that they are fleeing because of domestic or other violence AND <u>If the safety of the youth is not jeopardized</u>, verification of the statement through written observation by the intake worker or staff at other organizations including law enforcement, housing or service provider, social worker, homeless liaison or legal assistance provider youth has sought assistance from OR <u>documentation of intake worker's attempts to verify information and certification of the statement by the youth or intake worker</u> <p>For victim service providers:</p> <ul style="list-style-type: none"> Statement by youth that they are fleeing domestic or other violence AND Certification of the statement by the youth or intake worker <p>All providers must obtain a youth's self-certification that the youth has no safe alternative housing, no financial or other resources, and no family or other support networks. The intake worker should obtain any available documentation or statements supporting the youth's certification.</p>

NOTE: Additional guidance on documenting homeless status can be found at [Criteria and Recordkeeping Requirements for Definition of Homeless – HUD Exchange](#). Youth who are not determined to be homeless under one of the Categories above may be considered [at-risk of homelessness](#) and eligible for homelessness prevention services funded through ESG.

Emergency Homelessness Task Force Meeting

September 28, 2021

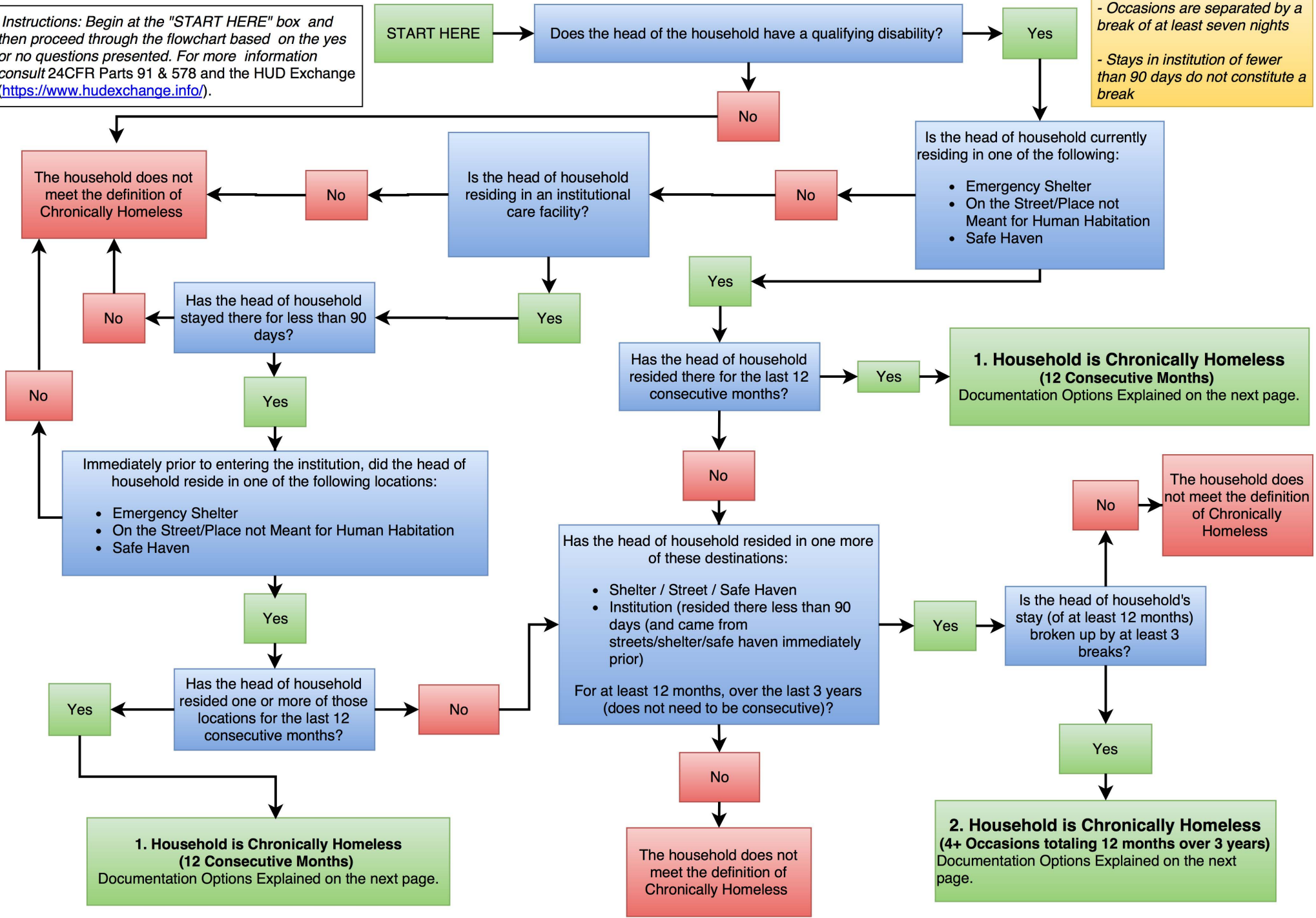
Agenda

- | | |
|----------|---|
| 10:30 am | Welcoming New Members |
| 10:35 am | Emergent Priorities <ul style="list-style-type: none">- Authorized Encampment Siting- Emergency Protocols- Permanent Supportive Housing Financing |
| 10:55 am | Strategic Plan: Scoping |
| 11:15 am | Preliminary Gaps Analysis |
| 11:45 am | Governance <ul style="list-style-type: none">- City Councilors' Letter to County Commissioners |
| 11:55 am | Next Steps and Closing |

Flowchart of HUD's Definition of Chronic Homelessness

Instructions: Begin at the "START HERE" box and then proceed through the flowchart based on the yes or no questions presented. For more information consult 24CFR Parts 91 & 578 and the HUD Exchange (<https://www.hudexchange.info/>).

Remember:
 - Occasions are separated by a break of at least seven nights
 - Stays in institution of fewer than 90 days do not constitute a break





Documentation Standards for Chronic Homelessness

Instructions: Based on your navigation of the flowchart on the previous page, locate the appropriate numbered situation on this page and follow the documentation standards noted. This tool summarizes the criteria for the new Chronically Homeless Definition. To review the exact language, please refer to 24 CFR Parts 91 & 578 and the HUD Exchange (<https://www.hudexchange.info/homelessness-assistance/resources-for-chronic-homelessness/>)

Situation	Documentation of Homelessness	Documentation of Disability
<p>1. Household is Chronically Homeless</p> <p>(12 Consecutive Months)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> HMIS record or record from a comparable database; or <input type="checkbox"/> Written observation by an outreach worker of the conditions where the individual was living; or <input type="checkbox"/> Written referral by another housing or service provider; or <input type="checkbox"/> Where the evidence above is unavailable, there must be a certification by the individual seeking assistance, accompanied by the intake worker's documentation of the living situation and the steps taken to obtain the evidence listed above. <p>If the head of household is currently staying in an institution where they have been for less than 90 days (and were in a shelter/street/safe haven immediately prior) their Institutional Stay can be documented by:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Discharge paperwork or written/oral referral from a social worker or appropriate official of the institutional facility, with start/end dates of client's residence, or <input type="checkbox"/> Where the evidence above is unavailable, there must be a certification by the individual seeking assistance, accompanied by the intake worker's documentation of the living situation and the steps taken to obtain the evidence listed above. 	<p>Documentation of the head of household's disability, including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Written verification of the disability from a licensed professional; <input type="checkbox"/> Written verification from the Social Security Administration; <input type="checkbox"/> The receipt of a disability check; or <input type="checkbox"/> Intake staff-recorded observation of disability that, no later than 45 days from the application for assistance, accompanied by supporting evidence.
<p>2. Household is Chronically Homeless</p> <p>(4+ Occasions totaling 12 months over 3 years)*</p> <p><i>*May include institution stays of <90 days</i></p>	<ul style="list-style-type: none"> <input type="checkbox"/> HMIS record or record from a comparable database; or <input type="checkbox"/> Written observation by an outreach worker of the conditions where the individual was living; or <input type="checkbox"/> Written referral by another housing or service provider; or <input type="checkbox"/> Discharge paperwork or written/oral referral from a social worker or appropriate official of the institutional facility, with start/end dates of client's residence (for institutional stays of less than 90 days) <input type="checkbox"/> Where the evidence above is unavailable, there must be a certification by the individual seeking assistance, accompanied by the intake worker's documentation of the living situation and the steps taken to obtain the evidence listed above. <p><i>* Each separate occasion MUST be documented (minimum of 3 breaks). 100% of the breaks can be documented by self- report.</i></p>	<p>Documentation of the head of household's disability, including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Written verification of the disability from a licensed professional; <input type="checkbox"/> Written verification from the Social Security Administration; <input type="checkbox"/> The receipt of a disability check; or <input type="checkbox"/> Intake staff-recorded observation of disability that, no later than 45 days from the application for assistance, accompanied by supporting evidence.

Important Notes:

- Each individual occasion needs to be fully documented.
- Breaks can be documented by self-report.
- For each Project:
 - 100% of households served can use self-certification for 3 months of their 12 months,
 - 75% of households served need to use 3rd Party documentation for 9 months of their 12 months, and
 - 25% of households served can use self-certification as documentation for any and all months.



Homeless Definition

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



Homeless Definition

RECORDKEEPING REQUIREMENTS



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



Children and Youth and HUD's Homeless Definition

HUD receives questions on a regular basis about how homeless youth qualify for assistance from HUD's homeless assistance grants programs and particularly for emergency shelter. To assist providers and stakeholders that serve homeless youth and have questions about eligibility, this document provides an overview of HUD's definition of homelessness, how it affects eligibility for emergency shelter and other resources, and the documentation that HUD requires.

The safety of individuals, especially children and youth, is the top priority for emergency shelter programs. Although HUD requires that its providers document homeless status, HUD, does not require third-party documentation before a household is admitted to an emergency shelter, receives street outreach services, or immediately receives services provided by a victim service provider.

The chart to the right summarizes HUD's categories of homelessness. Category 3 is the only one that specifically mentions youth; however, youth are eligible and much more likely to qualify for assistance under the other categories.

Following are several hypothetical examples that illustrate how youth might qualify under HUD's definition of homelessness:

1. A 20-year old is *sleeping in his car* because his family was evicted from their home. This 20-year old meets the criteria for **Category 1**.
2. A family, with a 3-year old daughter, is *staying in a hotel room paid for by their church*, and the family is unable to afford the security deposit for an apartment. This family meets the criteria for **Category 1**.
3. A 15-year old has been staying with her best friend, but the friend's father tells her that *she cannot stay with*

HUD Categories of Homelessness

Category 1 Literal Homelessness

Individuals and families who live in a place not meant for human habitation (including the streets or in their car), emergency shelter, transitional housing, and hotels paid for by a government or charitable organization.

Category 2 Imminent Risk of Homelessness

Individuals or families who will lose their primary nighttime residence within 14 days and has no other resources or support networks to obtain other permanent housing.

Category 3 Homeless Under Other Statutes

Unaccompanied youth under 25 years of age, or families with children and youth, who do not meet any of the other categories but are homeless under other federal statutes, have not had a lease and have moved 2 or more times in the past 60 days and are likely to remain unstable because of special needs or barriers.

Category 4 Fleeing Domestic Violence

Individuals or families who are fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking and who lack resources and support networks to obtain other permanent housing.



Children and Youth and HUD's Homeless Definition

- them any longer and must leave tomorrow.* An acquaintance has offered to let her stay with him, *but she does not feel safe there.* She cannot go home and she has nowhere else to go. This 15-year old meets the criteria for **Category 2.**
4. A 14-year old is staying with a family friend who has said she can stay as long as she likes, *but recently the family friend has started physically abusing her.* The 14-year old lacks any safe resources or support networks to move. This 14-year old meets the criteria for **Category 4.**
 5. A 9-year old and his mother have been staying different nights with different family and friends, but do not have the resources to obtain their own housing and *cannot stay with the current friend past the end of this week.* This family meets the criteria for **Category 2.**

All of these households would be eligible to access emergency shelter, which is how most people first access homeless assistance. Furthermore, because accessing emergency shelter is crucial for the safety of people experiencing homelessness, the burden of documenting homeless status falls almost exclusively on the shelter provider.

Keeping Records of Eligibility

The documentation required depends on the Category of homelessness under which the household qualified and the type of assistance being provided. In some cases, HUD expects providers to attempt to get third-party documentation of homeless status. However, for emergency shelters and domestic violence victim service providers HUD would only expect to see self-certification by the individual or head of household. This could be a sign-in sheet, with a certification that the individual or head of household seeking assistance is homeless.

Based on the examples above the information below clarifies HUD's recordkeeping requirements:

- In example #1, the homeless status for the 20-year old that has been sleeping in his car could be documented by a statement or written referral from an outreach worker who has seen him sleeping in his car or by a written self-certification by the 20-year old that he has been sleeping in his car. Although, if the 20-year old presented to an emergency shelter for assistance his signature on a sign-in sheet that states he is homeless at the top would be sufficient documentation of his homeless status.
- For example #4, the homeless status for the 14-year old that is staying with the family friend and is being abused could be documented by an oral statement by the 14-year old that she is fleeing that situation, that she has no other residence, and that she lacks the resources and support networks to obtain other housing. If she is presenting to a victim service provider, that oral statement can be documented by the intake worker, otherwise, the oral statement must be written



Children and Youth and HUD's Homeless Definition

and signed by the 14-year old, and, only to the extent that it is safe to do so, verified by the intake worker. Under no circumstances does HUD require a person seeking assistance or an intake worker to contact a potential abuser. If the 14-year old presented to an emergency shelter that was not operated by a victim service provider for assistance, her signature on a sign-in sheet that states she is homeless at the top would be sufficient documentation of her homeless status.

- In example #5, the homeless status for the 9-year old and his mother staying with family and friends could be documented by an oral statement by the mother that the family will not allow them to stay past the end of the week that is accompanied by a written or oral statement of the friend that the family can no longer stay there, or the intake worker's due diligence to obtain that statement, along with a signed statement by the mother that no subsequent residence has been identified and that they lack the resources and support networks to obtain other permanent housing. Although, if the family presented to an emergency shelter, the mother's signature on a sign-in sheet that states she and her son are homeless at the top would be sufficient documentation of their homeless status.

It is important to remember that HUD does not require third-party documentation as a prerequisite for a household to be immediately admitted to an emergency shelter, receiving street outreach services, or immediately receiving shelter or services provided by a victim service provider. This means, to receive these types of assistance, self-certification by the individual or head of household seeking assistance is all the documentation HUD expects to see in the participant's file.

At Risk of Homelessness

There are many people who might not need emergency shelter and who do not meet HUD's definition of homelessness, but still need housing assistance. Many of these households, including every person that is considered homeless under other federal statutes, fall under HUD's definition of at risk of homelessness and would, therefore, be eligible for Homelessness Prevention assistance funded by HUD's Emergency Solutions Grants.

Prioritizing Assistance

The main reason people cannot access emergency shelter or other homeless assistance is that there is not enough housing or emergency shelter to accommodate every individual or family who is eligible and presents for assistance. This means that communities must prioritize who receives assistance, and communities have established various methods for prioritizing. However, an individual or family who is turned away due to lack of available beds, is still by HUD's definition homeless, and remains eligible for assistance as it becomes available.



Children and Youth and HUD's Homeless Definition

Resources

Additional information about HUD's definition of homelessness, including the entire regulatory definition and recordkeeping requirements, along with webinars and fact sheets, can be found at www.hudexchange.info/homelessness-assistance.

emergency homelessness task force

September 28, 2021

presenter: **brittani manzo**
she/her/hers

Emergency Homelessness Task Force

Purpose: To bring the most informed minds on homelessness together to inform both the city and county on collaborative opportunities with countywide resources and to develop actions toward ending homelessness in Deschutes County including interim actions to address realtime needs.

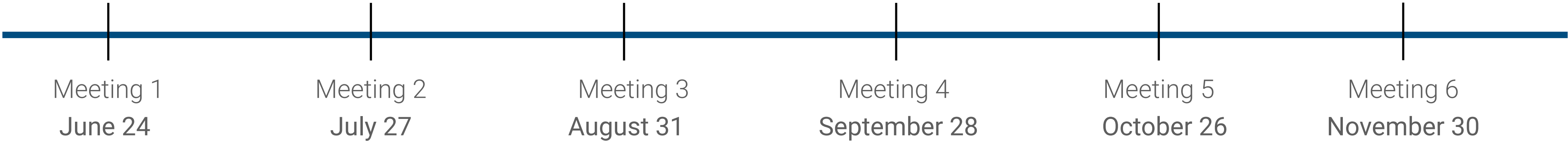
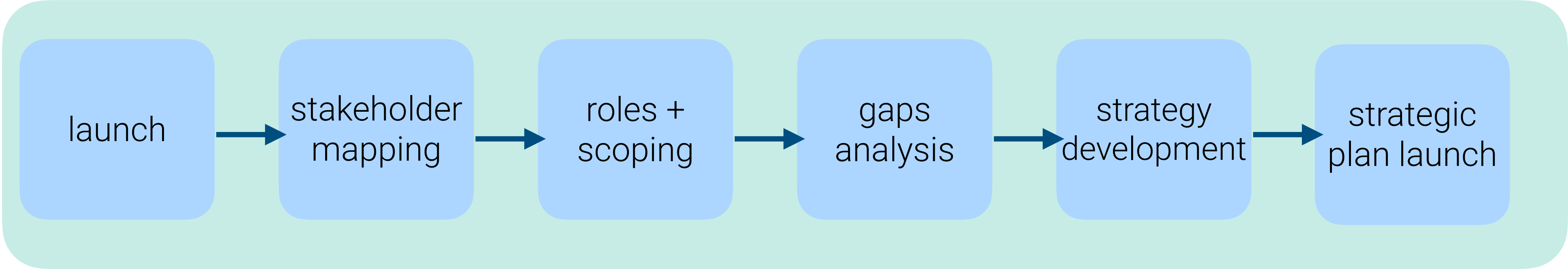
Co-Chairs: Commissioner Phil Chang
Councilor Megan Perkins

timeline

policy advising +
coalition-building

strategic
planning

Strategic Collaboration: Authorized Encampment Services
Emergency Protocols
Supportive Housing Financing



Collaborating Agencies

- Bethlehem Inn
- Central Oregon Frequent Users System Engagement (FUSE)
- Central Oregon Health Council
- Central Oregon Intergovernmental Council
- Central Oregon Veterans Outreach (COVO)
- City of Bend
- City of Redmond
- Deschutes County
- JBARJ
- Jericho Road
- Helpers
- Homelessness Leadership Coalition
- HousingWorks
- Mosaic Medical
- Neighbor Impact
- Redmond Oasis Village Project
- Relationship Empowerment Action Compassion Heart (REACH)
- St. Charles Health
- The Shepherd's House
- PacificSource
- + Representatives of People Experiencing Homelessness

strategic plan

proposed scope:

- ▶ 5-year plan
- ▶ 10-year vision

purview

- ▶ strategy-setting
- ▶ system governance
- ▶ strategic partnerships
- ▶ public communications
- ▶ advocacy and advising

partners

- ▶ EHTF collaborating agencies
- ▶ La Pine
- ▶ Sisters
- ▶ State legislature
- ▶ Statewide system administrators

Funding

- federal
- state
- local

Services

- staffing
- capacity
- service types
- program models

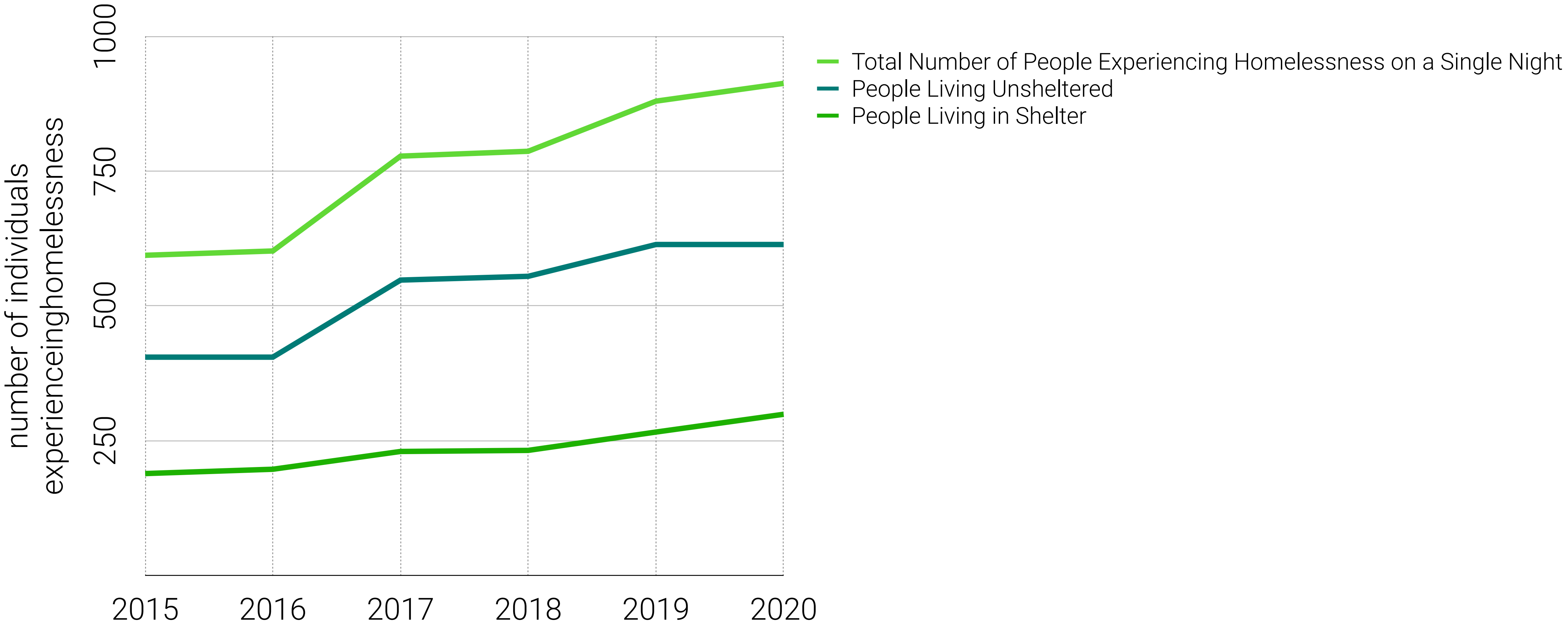
Gaps Analysis

- unmet needs
- housing affordability
- services

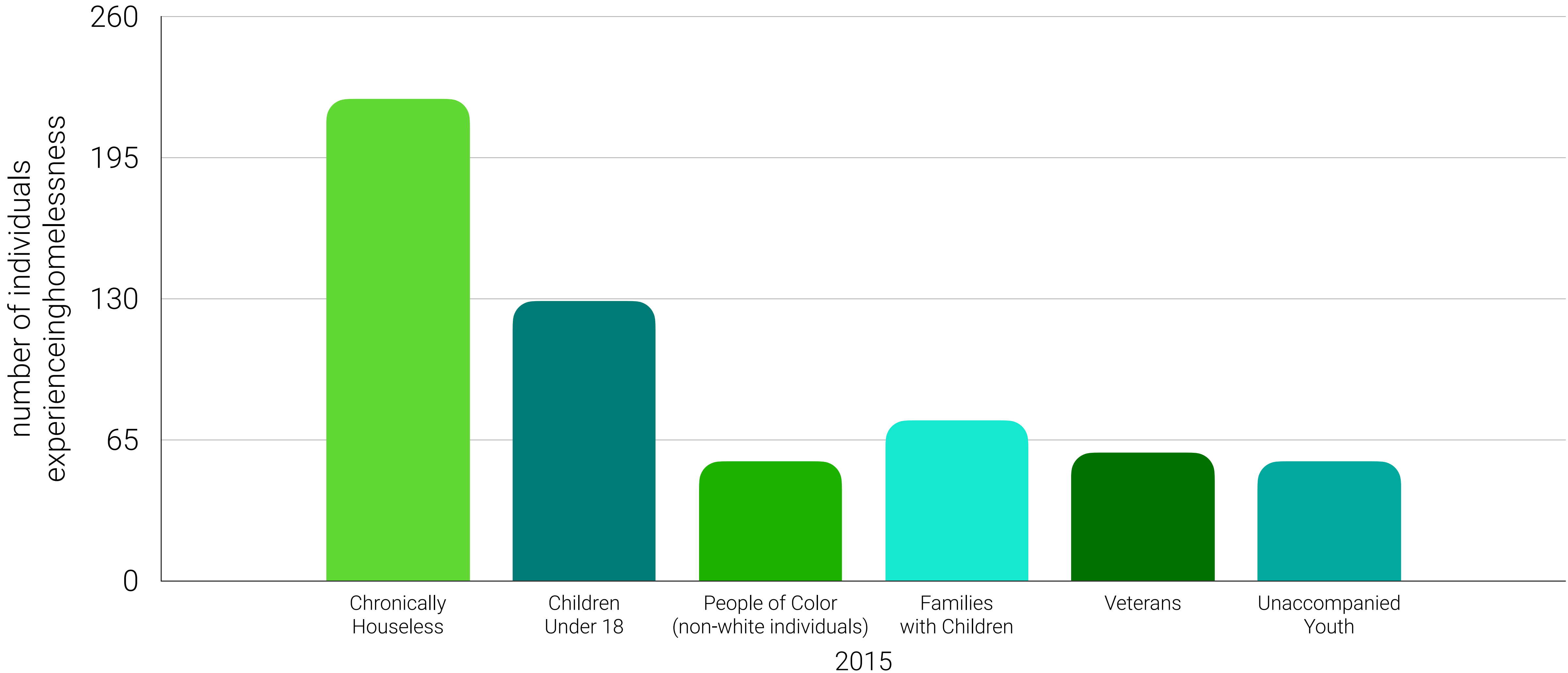
Strategies + Commitments

- accountability
- roles
- responsibilities
- sustainability
- innovation

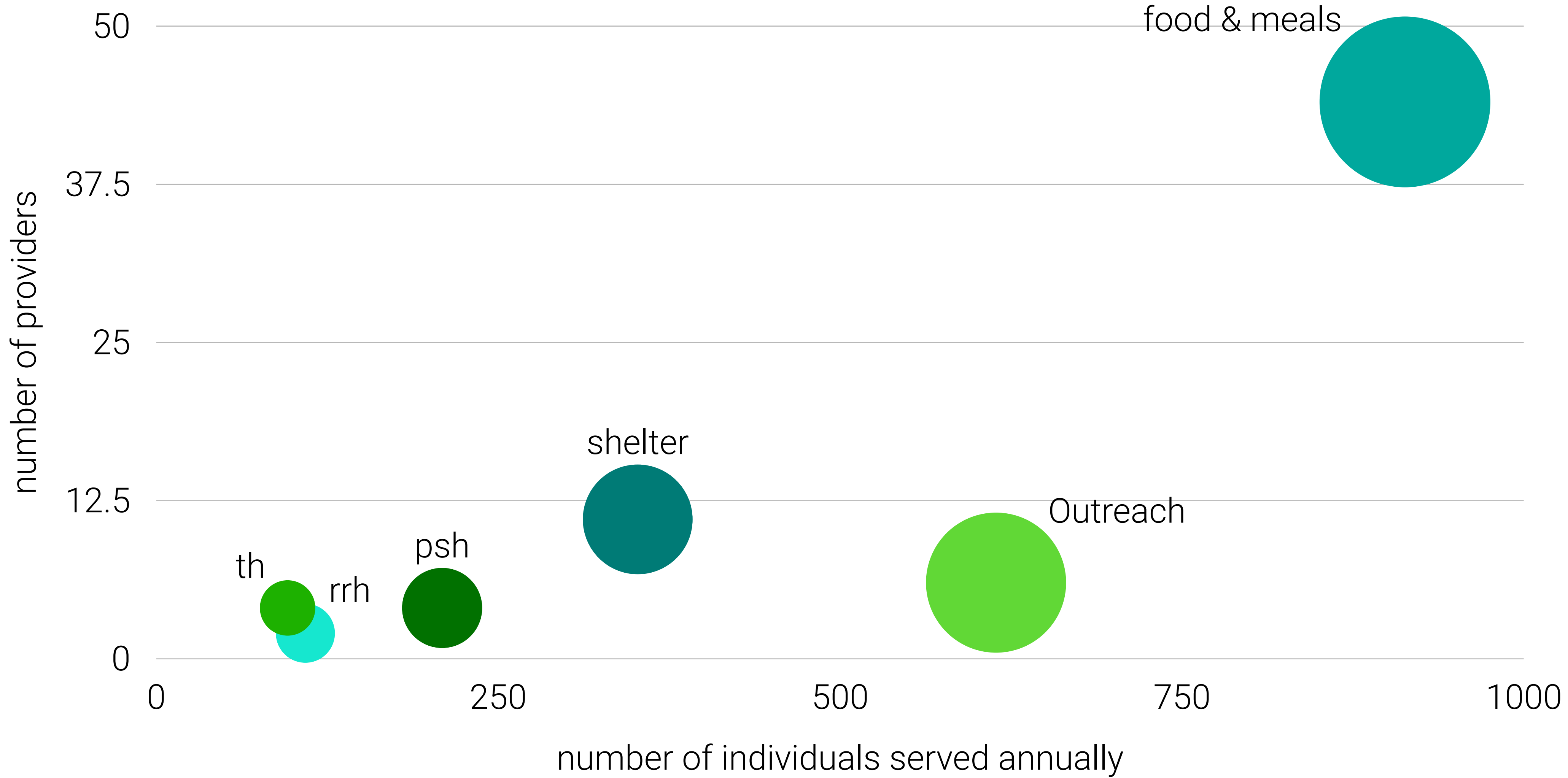
gaps analysis



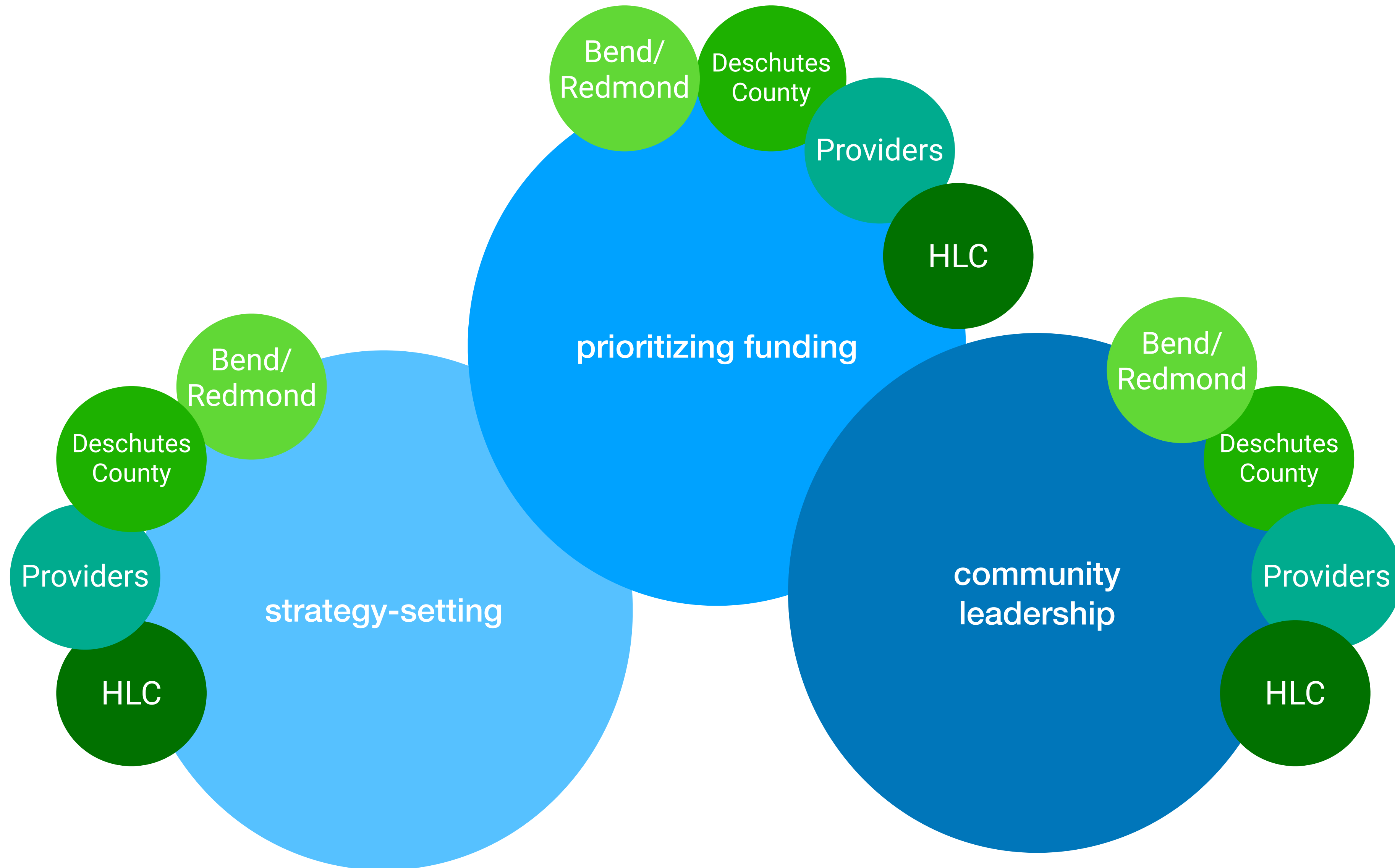
demographic data



Services



governance



governance

