# HOMELESS CERTIFICATION (For ESG Homeless Prevention)

Applicant Name and HMIS ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address from which Applicant is being evicted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Individual without dependent children (complete one form for each adult in the household) Household with dependent children (complete one form for each adult in the household) Number of persons in the household:

**This is to certify that the above named individual or household is currently at risk for homeless based on the information indicated below and signature indicating their current housing status.**

**\*IMPORTANT: THIRD PARTY EVIDENCE, INCLUDING WRITTEN STATEMENTS, [(B) and (C) below], MUST BE ATTACHED TO THIS FORM IN ORDER TO CERTIFY AT‐RISK STATUS.**

##### Living Situation: Facing Eviction

 The person/household above is currently living in rental housing from which they are being evicted.

The individual or family:

1. Has income below 30 percent of median income for the geographic area; **AND**
2. Lacks sufficient resources to attain housing stability. *[e.g., family, friends, faith‐based or other social networks immediately available]* to prevent them from moving to an emergency shelter or another place described in category 1 of the homeless definition.

Evidence of the second eligibility criterion (#2 above) for this Applicant is:

* 1. Source documents *(e.g., notice of termination from employment, unemployment compensation statement, bank statement, health‐care bill showing arrears, utility bill showing arrears)*.
	2. To the extent that source documents are unobtainable, a written statement by the relevant third party (*e.g., former employer, public administrator, relative)* or written certification by the intake staff of the oral verification by the relevant third party that the applicant meets one or both of the criteria of the definition of ‘‘at risk of homelessness’’ or
	3. If source documents and third‐party verification are unobtainable, a written statement by intake staff describing the efforts taken to obtain the required evidence.

The person(s) listed above meet one or more of the following risk factors:

□ (1) Has moved frequently because of economic reasons

□ (2) Is living in the home of another because of economic hardship

□ (3) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 14 days of the date of application for homeless assistance

□ (4) For individual and families leaving a hotel or motel-evidence that they lack the financial resources to stay

□ (5) No subsequent residence has been identified

□ (6) The individual lacks the financial resources and support necessary to obtain permanent housing

□ (7) Otherwise lives in housing that has characteristics associated with instability and increased risk of homelessness

Evidence of risk factors for this Applicant is:

1. Source documents *(e.g., notice of termination from employment, unemployment compensation statement, bank statement, health‐care bill showing arrears, utility bill showing arrears)*.
2. To the extent that source documents are unobtainable, a written statement by the relevant third party (*e.g., former employer, public administrator, relative)* or written certification by the intake staff of the oral verification by the relevant third party that the applicant meets one or both of the criteria of the definition of ‘‘at risk of homelessness’’ or
3. If source documents and third‐party verification are unobtainable, a written statement by intake staff describing the efforts taken to obtain the required evidence.

##### **Third Party Certification**

I certify that I have provided verification as indicated above that the ESG Applicant meets eligibility criteria and/or risk factors for being “at‐risk” of homelessness.

Relevant Third‐Party Representative Signature: Date:

Consumer Signature: Date:

\*Homeless Recording Keeping Requirements 24 CFR 578 <https://www.hudexchange.info/resources/documents/HomelessDefinition_RecordkeepingRequirementsandCriteria.pdf>