

## Emergency Housing Voucher Program: Eligibility Verification and Referral Form

Purpose: Referring agencies must submit this form to verify a person's eligibility for the Emergency Housing Voucher Program

<b>Client information:</b>	SSN: XXX-XX- ____
_____	_____
Name	Phone Number

<b>Continuum of Care (CoC) Case Worker/Agency Information:</b>			
_____		_____	
Name		Phone Number	
_____		_____	
Email		Fax Number	
_____		_____	
Mailing Address	City	State	Zip

The referring agency certifies that the above client is eligible for the Emergency Housing Voucher and meets the following preference:

- Homeless** – as defined in section 103(a) of the McKinney-Vento Homeless Assistance Act, which is codified in HUD’s CoC program regulations at 24 CFR 578.3.
- At risk of homelessness** – as defined in section 401(1) of the McKinney-Vento Homeless Assistance Act, which is codified in HUD’s CoC Program regulations at 24 CFR 578.3.
- Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking** (includes HUD-assisted emergency transfers), which is defined on next page of this form.
- Recently homeless** – defined as families who have previously been classified by a member agency of the CoC as homeless but are not currently homeless as a result of homeless assistance, temporary rent assistance or some type of other assistance, and where the CoC determines that the loss of such assistance would result in a return to homeless or the family having a high risk of housing instability.
  - Currently housed in an eligible Rapid Rehousing(RRH) Program** and at-risk of losing housing once RRH assistance ends.

\_\_\_\_\_  
Signature of Staff Certifying Eligibility

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Phone Number

The SSF Representative certifies the above client is identified in the coordinated entry system (excluding survivors):	
_____	_____
Signature of SSF Representative	Date

**Definition for families who are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking:**

**Domestic violence** includes felony or misdemeanor crimes of violence committed by:

- a. a current or former spouse or intimate partner of the victim (the term “spouse or intimate partner of the victim” includes a person who is or has been in a social relationship of a romantic or intimate nature with the victim, as determined by the length of the relationship, the type of the relationship, and the frequency of interaction between the persons involved in the relationship),
- b. a person with whom the victim shares a child in common,
- c. a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,
- d. a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or
- e. any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

**Dating violence** means violence committed by a person:

- a. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- b. Where the existence of such a relationship shall be determined based on a consideration of the following factors:
  1. The length of the relationship;
  2. The type of relationship; and
  3. The frequency of interaction between the persons involved in the relationship.

**Sexual assault** means any nonconsensual sexual act proscribed by Federal, Tribal, or State law, including when the victim lacks capacity to consent.

**Stalking** means engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

1. Fear for the person’s individual safety or the safety of others; or
2. Suffer substantial emotional distress.

**Human trafficking** includes both sex and labor trafficking, as outlined in the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. § 7102). These are defined as:

**Sex trafficking** means the recruitment, harboring, transportation, provision, obtaining, patronizing, or soliciting of a person for the purpose of a commercial sex act, in which the commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age; (and)

**Labor trafficking** means the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.