



## CHANGES TO THE DEFINITION AND VERIFICATION WHEN APPLYING THE TERM CHRONICALLY HOMELESS.

On January 4, 2016, a final rule was distributed from HUD that clarified the definition and verification of those to be considered “chronically homeless” and this rule has taken effect January 15, 2016. HUD has finalized this rule specifically to clarify and finalize the requirements for projects where the eligibility criteria is defined as enrolling only those who are “chronically homeless”, or for projects that prioritize service to those who are “chronically homeless”. Although the changes are modest, the result can be that a few persons formerly categorized as “chronically homeless” will no longer meet this criteria and a few persons who were previously not included are now properly designated as “chronically homeless.”

**PLEASE NOTE THAT THESE CHANGES ARE EFFECTIVE AS OF JANUARY 15, 2016.**

CHANGES HIGHLIGHTED	HUD FINAL RULE EFFECTIVE AS OF 1/15/2016
HUD no longer uses the term disabling condition in defining “chronically homeless”, but rather, begins the definition by indicating that all of those who are included must be a “homeless individual with a disability.”	1) A “homeless individual with a disability,” as defined in the Act,
There are no HUD recognized “safe havens” operating within our CoC.	⇒ Currently lives in a place not meant for human habitation, <i>a safe haven*</i> , or in an emergency shelter; <b>and</b>
When using multiple occasions of homelessness to apply the status of “chronically homeless”, the four or more separate occasions must equal a combined 12 months over the past 3 years.  Occasions must be separated by at least 7 nights.	⇒ Has been homeless (as described above) <b>continuously</b> for at least 12 months; <b>or</b> , on at least 4 separate occasions in the last 3 years where the <b>combined occasions</b> must total at least 12 month. **
Staying in an institution for less than 90 days does not constitute a break and therefore does not create a new occasion.	2) An individual who has been residing in an institutional care facility for fewer than 90 days and met all of the criteria in paragraph (1) of this definition, <b>before entering that facility</b> ; or  3) A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in paragraphs (1) or (2) of this definition, including a family whose composition has fluctuated while the head of household has been homeless.

# VERIFICATION WHEN APPLYING THE TERM CHRONICALLY HOMELESS.

## HOUSING STATUS

A homeless person must be a person who currently lives in a place not meant for human habitation, *a safe haven*, or in an emergency shelter;

- Emergency shelters may include night by night temporary shelters, hotel/motel paid for my voucher for a program, transitional housing for the formerly homeless.
- Those who have been residing in an institutional care facility for fewer than 90 days and met the criteria above prior to entering the facility.

IMPORTANT NOTE: Time spent in transitional housing for the formerly homeless does not count toward the total amount of time homeless for purposes of determining who meet the criteria as chronically homeless.

## DISABILITY

- Written verification from a professional licensed by the State to diagnose and treat the disability and certification that the disability is expected to be long-continuing or of indefinite duration and substantially impedes the individual's ability to live independently
- Written verification from SSA
- Disability Check
- Intake staff-recorded observation of a disability that is confirmed and accompanied by evidence above within 45 days

## HOMELESS IN MONTHS

Documenting an individual's time in a place not meant for human habitation, an emergency shelter, or a safe haven:

Third party documentation is preferred (including documentation provided through HMIS); however:

- For all clients, up to 3 months can be documented through self-certification
- Single encounter in a month is sufficient to consider household homeless for entire month unless evidence of a break
- If third-party documentation cannot be obtained, a written record of intake workers due diligence to obtain, the intake worker's documentation of the living situation, AND the individual's self-certification of the living situation
- Limited to rare and extreme cases and no more than 25 percent of households served in an operating year may self-certify more than 3 months.

## HOMELESS IN NUMBER OF OCCURRENCES

Evidence of a break can be documented by:

- Third Party evidence (Documentation can be provided through HMIS records)
- The self-report of the individual seeking assistance (100% can be self supported)
- Number of months for all occurrences must equal 12 or more and be thus documented.

## INSTITUTIONAL CARE

Discharge paperwork or written or oral referral from a social worker, case manager, or other appropriate official stating the beginning and end dates of the time residing in the institutional care facility

Where the above is not attainable, a written record of intake workers due diligence to obtain AND the individual's self-certification that he or she is exiting an institutional care facility where resided less than 90 days.