

HUD's HOMELESS DEFINITION AND RECORDKEEPING REQUIREMENTS

Criteria for Defining Homeless

Category 1: Literally Homeless

Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- (i) Has a primary nighttime residence that is a public or private place not meant for human habitation;
- (i) 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);
or
- (i) Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

Category 2: Imminent Risk of Homelessness

Individual or family who will imminently lose their primary nighttime residence, provided that:

- i) Residence will be lost within 14 days of the date of application for homeless assistance;
- ii) No subsequent residence has been identified; and
- iii) The individual or family lacks the resources or support networks needed to obtain other permanent housing

Category 3: Homeless Under Other Federal Statutes

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:

- 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; and
- 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 Domestic Violence

Any individual or family who:

- i) Is fleeing, or is attempting to flee, domestic violence;
- ii) Has no other residence; and
- iii) Lacks the resources or support networks to obtain other permanent housing

Recordkeeping Requirements

Category 1: Literally Homeless

- Written observation by the outreach worker; or
- Written referral by another housing or service provider: or
- 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 and:
 - Discharge paperwork or written/oral referral, or
 - Written record of intake worker's due diligence to obtain above evidence and certification by individual that they exited institution

Category 2: Imminent Risk of Homelessness

- A court order resulting from an eviction action notifying the individual or family that they must leave; or
- For individual and families leaving a hotel or motel – evidence that they lack the financial resources to stay; or
- A documented and verified oral statement; and
- Certification that no subsequent residence has been identified; and
- Self-certification or other written documentation that the individual lacks the financial resources and support necessary to obtain permanent housing

Category 3: Homeless Under Other Federal Statutes

- 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; and
- Certification of no PH in last 60 days; and
- 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; and
- Documentation of special needs or 2 or more barriers

Category 4: Fleeing/Attempting to Flee Domestic Violence

- For victim services providers:
 - 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 certification by the intake worker.
- For non-victim service providers:
 - 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; and
 - Certification by the individual or head of household that no subsequent residence has been identified; and
 - Self-certification, or other written documentation, that the individual or family lacks the financial resources and support networks to obtain other permanent housing.