



Managing Households That Are Imminently at Risk of Homelessness on the Coordinated Entry Prioritization List

Policy

This policy refers to managing households that are homeless under HUD's definition, Category 2 (losing primary nighttime residence within 14 days) on the Coordinated Entry Prioritization Lists. This policy is effective as of August 1st, 2018.

For households that meet HUD's definition of homeless under Category 2 and are currently on a homeless assistance Prioritization List, the following steps must be taken:

1. Referring agencies must follow up with these households and update their housing situation, i.e. homeless under Category 1, an updated Category 2 situation, or housed. If the household is in the same situation as when the referral was originally made, and the referral is more than 14 days old, the household is not imminently at risk of homelessness and should be removed from the Prioritization List and not referred to the Prevention Prioritization List.
2. Households that still fall under Category 2 of HUD's homeless definition can choose to complete the WI BOS Coordinated Entry Prevention Prioritization Assessment and be referred to the Prevention Prioritization List.
 - a. If the household chooses to "move" to the Prevention Prioritization List, the agency reviews the Coordinated Entry Client Rights and Responsibilities with the client and obtains written or verbal confirmation of his/her understanding of these rights and responsibilities. The provider will also review the WI Service Point Release of Information and obtain written or verbal consent to share data in HMIS.
 - b. If the household chooses to remain on the homeless assistance prioritization list, the agency should explain the likelihood of being prioritized for homeless assistance when falling under Category 2, assisting the person(s) in making an informed decision.
3. Households that, upon follow-up, fall under Category 1 of HUD's homeless definition should have their referral updated to reflect the new housing status and length of the current homeless episode.
4. Households that are housed or are no longer in need of housing assistance should have their referral cancelled.