

# The Institute for Human Services Ending the Cycle of Homelessness

Date Received (for staff only):\_\_\_\_\_ Caseworker Name: Contact Number: Referring Organization:\_\_\_\_ Adult Information: 1. Last Name: First Name: Social Security Number: \_\_\_\_\_\_ Date of Birth: Primary Phone Number: Secondary Number: ☐ Female ☐ Male ☐ Other: Requires ADA unit: ☐ Yes ☐ No 2. Last Name: First Name: Social Security Number: \_\_\_\_\_\_Date of Birth:\_\_\_\_\_ Primary Phone Number: Secondary Number: \_\_\_\_\_  $\square$  Other: Requires ADA unit:  $\square$  Yes  $\square$  No □ Male ☐ Female Adult Income Declaration: \*Please do not include supplemental income (i.e. SNAP, Welfare) unless kupuna Adult 1) Employer: \_\_\_\_\_\_Monthly Gross Income (FT/PT): Supervisor Phone Number: \_\_\_\_\_ Length of Employment: \_\_\_\_ OK To contact?  $\square$  Yes  $\square$  No Adult 2) Employer: \_\_\_\_\_\_Monthly Gross Income (FT/PT): Supervisor Phone Number: Length of Employment: OK To contact?  $\square$  Yes  $\square$  No

#### **Children Information:**

| 1. | Last Name:     |        | First Name: |   |
|----|----------------|--------|-------------|---|
|    | Date of Birth: |        | Age:        | School:                                 |
|    | ☐ Female       | □ Male | ☐ Other:    | Requires ADA unit: ☐ Yes ☐ No           |
| 2. | Last Name:     |        | First Name: |   |
|    | Date of Birth: |        |             | School:                                 |
|    | □ Female       | □ Male | ☐ Other:    | Requires ADA unit: ☐ Yes ☐ No           |
| 3. | Last Name:     |        | First Name: |   |
|    | Date of Birth: |        | Age:        | School:                                 |
|    | □ Female       | □ Male | ☐ Other:    | Requires ADA unit: ☐ Yes ☐ No           |
| 4. | Last Name:     |        | First Name: |   |
|    | Date of Birth: |        | Age:        | School:                                 |
|    | □ Female       | □ Male | □ Other:    | Requires ADA unit: $\Box$ Yes $\Box$ No |

### ALL SECTIONS MUST BE COMPLETED TO BE CONSIDERED FOR HOUSING



## The Institute for Human Services

Ending the Cycle of Homelessness

| 1.  | Current address:  a. Length of stay:  b. Landlord/housing manager name:  |  |  |  |  |
|-----|--|--|--|--|--|
|     |  |  |  |  |  |
|     | b. Landlord/housing manager name:  |  |  |  |  |
|     | c. Landlord/housing manager Phone number:  |  |  |  |  |
| 2   | i. OK to contact? ☐ Yes ☐ No   |  |  |  |  |
| 2.  | Reasons for homelessness (Check all that apply)  |  |  |  |  |
|     | ☐ Loss of employment ☐ Domestic violence ☐ Physical or mental disability   |  |  |  |  |
|     | ☐ Being evicted (please explain): ☐ Other:   |  |  |  |  |
|     | Utiliti.   |  |  |  |  |
| 3.  | Do you have a housing voucher or are you currently on the waitlist to receive one? $\Box$ Yes $\Box$ No  |  |  |  |  |
| 4.  | Do you have childcare? ☐ Yes ☐ No  |  |  |  |  |
|     | a. If yes, who with?   |  |  |  |  |
| 5.  | Do you own a vehicle? ☐ Yes ☐ No   |  |  |  |  |
|     | a. If yes, are you paying auto loans on the vehicle? $\square$ Yes $\square$ No  |  |  |  |  |
|     | b. How many vehicles? *KV allows for 1 vehicle per household *   |  |  |  |  |
|     | i  |  |  |  |  |
| 6.  | Do you have pets? $\square$ Yes $\square$ No   |  |  |  |  |
|     | a. If yes, is it a registered service animal? *KV does not allow for non-registered service animals *  |  |  |  |  |
|     | □ Yes □ No   |  |  |  |  |
| 7.  | Are you a Hawaii resident? ☐ Yes ☐ No  |  |  |  |  |
|     | a. If yes, how many years have you lived in Hawaii?  |  |  |  |  |
| 8.  | Ethnicity(Check all that apply)  |  |  |  |  |
|     | ☐ White ☐ Alaska Native  |  |  |  |  |
|     | ☐ Hispanic or Latino ☐ Native Hawaiian   |  |  |  |  |
|     | ☐ Black or African American ☐ Asian  |  |  |  |  |
|     | ☐ Other Pacific Islander (Circle one: Micronesian, Polynesian, Melanesian, Other:)   |  |  |  |  |
|     | Do you currently have funds to pay for first month rent and security deposit?*~ $2x$ monthly rent* $\square$ Yes $\square$ No you currently have any of the following: |  |  |  |  |
|     | □ Paystubs □ Social Security Card  |  |  |  |  |
|     | ☐ Medical Cards ☐ Birth Certificate  |  |  |  |  |
|     | ☐ State I.D./ Driver's License ☐ Checking / Saving Account   |  |  |  |  |
| 11. | Does anyone in your household have any medical issues or disability? $\Box$ Yes $\Box$ No  |  |  |  |  |
|     | a. If yes, explain   |  |  |  |  |
| 12. | Do you have any pending legal issues? $\square$ Yes $\square$ No   |  |  |  |  |
|     | a. If yes, explain   |  |  |  |  |
| 13. | Do you need an interpreter during services? $\square$ Yes $\square$ No   |  |  |  |  |
|     | a. What language?  |  |  |  |  |

Please fax referrals to 425-5168 attention to Family Program.

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