



## Homelessness Prevention Vulnerability Tool

The questions within this tool are based on national research and program evaluation data and designed to identify households who are most likely to become homeless in the imminent future (within 30 days) without homelessness prevention program assistance. This tool was implemented and created by the City of Seattle-Human Services Department, Matt White (Consultant), and Homelessness Prevention service providers.

### Instructions:

1. If the applying household is eligible for Homelessness Prevention (HP) assistance.

To be eligible for assistance, the household must have been provided notice to vacate their current housing within 30 days. *Prior to enrollment in the program HP staff will document evidence of eligibility with a copy of the eviction notice, 'pay or vacate' notice, or through written or oral communication with landlord or a friend/family member where the presenting household is currently doubled up.*

2. Determine priority based on vulnerabilities or housing barriers.  
Staff will ask a series of questions of the household to determine the presence of current or past conditions, characteristics, and attributes that are most closely correlated with the incidence of homelessness.

To administer the tool, staff will:

- Check each box for which the condition, characteristic, or attribute is present or true for the household. Each checked box has a point value associated with it.
- After completing all questions, add up the value of all checked boxes and assign a total score to the household.
- Fill out the rest of the form including the date it was completed and if the person was enrolled or not and why.



## Scoring Process

Score Range	Threshold
0 – 14 points	Eligible for <i>housing stabilization services and NO financial assistance</i>
15 – 20 points	Eligible for BOTH <i>housing stabilization services and financial assistance</i>
21+ points	Performance benchmark = 50% of annual households served have score greater than 20 points

Check each applicable condition that is true for the applicant (head of household).	Check if Applicable	Point Value
<b>Step 1: Determine Eligibility for Homelessness Prevention Assistance</b>		
Household is at imminent risk of homelessness within 30 days (i.e., either living in a place not meant for human habitation or residing in an emergency shelter or transitional housing facility intended for persons and households who are homeless).		
<b>Current Zip Code:</b>		
<b>Housing Status (select only one)</b>		
If <b>DOUBLED UP</b> , the household has been told by the lease holder to vacate the unit. HP program staff will verify prior to enrollment with lease holder that the HP household is no longer welcome and must vacate. Household lacks the resources to secure other housing arrangements.		5
If <b>LEASE HOLDER</b> , the household has received a notice of unlawful detainer by the property owner or manager. HP program staff will verify prior to enrollment with property owner/manager that HP household has received a notice to vacate. Household lacks the resources to secure other housing arrangements.		1
Currently fleeing or attempting to flee domestic violence		5
Imminent loss of current housing. Loss of housing means the household will experience homelessness – either on the streets or staying in an emergency shelter – within the specified period. (Select only one)		
Housing loss expected within 10 days		5
Housing loss expected within 14 days		4
Housing loss expected within 20 days		3
Notice to vacate from property manager/lease holder with expected loss of housing within 30 days		2
Household <i>Annual Gross Income Amount</i> (select only one)		



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<b>Less than 30% of Area Median Income (AMI) for household size</b>		<b>4</b>
<b>Between 31-50% of AMI for household size</b>		<b>3</b>
<b>Step 2: Determine Priority Based on Vulnerabilities or Housing Barriers</b>		
Identify the barriers impacting the household's ability to resolve housing issues independently and quickly to prevent homelessness in the imminent future.		
<b>Household <i>current</i> income is \$0</b>		<b>5</b>
<b>Sudden and significant loss of income, including employment and/or cash benefits within last 60 days AND/OR uncontrollable and significant increase in non-discretionary expenses within last 60 days</b>		<b>3</b>
<b>Prior Rental Evictions for the head of household at any time in the past (select only one)</b>		
<b>4 or more prior rental evictions</b>		<b>5</b>
<b>2-3 prior rental evictions</b>		<b>4</b>
<b>1 prior rental eviction</b>		<b>3</b>

<b>Registered sex offender (any household member)</b>		<b>5</b>
<b>Criminal record or any legal proceeding in process for arson, drug dealing or manufacture, or any felony offense against persons or property (any household member). Date of offense is any period within person's adult record.</b>		<b>4</b>
<b>Household of 5 persons or larger that cannot be housed in less than 3 bedrooms</b>		<b>3</b>
<b>History of homelessness for head of household (street/shelter/transitional housing) (select only one)</b>		
<b>4 or more prior episodes OR at least 12 months total within past three years</b>		<b>5</b>
<b>2-3 prior episodes in past three years</b>		<b>4</b>
<b>1 prior episode in past three years</b>		<b>3</b>
<b>At least one dependent child under age 6</b>		<b>3</b>
<b>Single parent</b>		<b>3</b>
<b>Head of household is under the age of 25</b>		<b>3</b>
<b>Head of household experienced adversity or housing disruptions during their childhood. Examples of childhood adversity could include homelessness, placement in foster care, eviction, refugee or immigration to the U.S., or frequent moves (3 moves or more in 1 year).</b>		<b>2</b>
<b>Current child protective services involvement</b>		<b>2</b>
<b>Recent (within last 6 months) major household trauma or event (e.g., death of family member, separation or divorce from adult</b>		<b>3</b>



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partner, birth of new child) that directly affects ability to secure or maintain housing		
Head of household or other household member was recently discharged (within last 6 months) from an institution (hospital or jail) after stay of any length		1
<b>TOTAL POINTS</b>		

Circle One: Enrolled or Not Enrolled	Staff Initials:
If not enrolled, why?	Date:

Optional Questions (no point value)		
Refugee	Yes	No
Country of Origin		