

**PHILADELPHIA CONTINUUM OF CARE
SELF-CERTIFICATION OF HOMELESS AND HOUSING STATUS**

This self-certification form can be used to document homeless history or breaks in homelessness. **Documentation showing due diligence of obtaining third-party verifications** by staff and the outcomes or obstacles must be provided for **occasions of homelessness and stays in institutions**. Except in limited circumstances, no more than 3 months of homelessness should be documented with self-certification. There are no limits to the number of breaks that can be documented through self-certification.

A. Applicant Information				
Applicant Name:		Date of Birth: / /		Last 4 SSN Digits:
B. Self-Declaration of Homeless and Housing History				
Definition of Location Type				
<ul style="list-style-type: none"> • A place not meant for human habitation (e.g. on the streets, abandoned building, airport, etc.) • Safe Haven • Institutions include prisons, substance abuse or mental health facility, hospitals or other similar facilities. • Emergency Shelter, including Journey of Hope Programs 				
I certify that I am currently staying or have stayed in the following places:				
#	Start (MM/YY)	End (MM/YY)	Address or Location of Stay	Location Type (Check one only for each location)
1				<input type="checkbox"/> Place not meant for human habitation <input type="checkbox"/> Emergency Shelter <input type="checkbox"/> Safe Haven <input type="checkbox"/> Institution <input type="checkbox"/> Not Homeless / Break
2				<input type="checkbox"/> Place not meant for human habitation <input type="checkbox"/> Emergency Shelter <input type="checkbox"/> Safe Haven <input type="checkbox"/> Institution <input type="checkbox"/> Not Homeless / Break
3				<input type="checkbox"/> Place not meant for human habitation <input type="checkbox"/> Emergency Shelter <input type="checkbox"/> Safe Haven <input type="checkbox"/> Institution <input type="checkbox"/> Not Homeless / Break
4				<input type="checkbox"/> Place not meant for human habitation <input type="checkbox"/> Emergency Shelter <input type="checkbox"/> Safe Haven <input type="checkbox"/> Institution <input type="checkbox"/> Not Homeless / Break
5				<input type="checkbox"/> Place not meant for human habitation <input type="checkbox"/> Emergency Shelter <input type="checkbox"/> Safe Haven <input type="checkbox"/> Institution <input type="checkbox"/> Not Homeless / Break
6				<input type="checkbox"/> Place not meant for human habitation <input type="checkbox"/> Emergency Shelter <input type="checkbox"/> Safe Haven <input type="checkbox"/> Institution <input type="checkbox"/> Not Homeless / Break
Any other relevant information about homeless and/or housing history:				
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Applicant Certification				
I hereby certify that the above information is correct.				
Applicant Signature: _____			Date: ____/____/____	

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C. Staff Efforts to Obtain Written Third Party Verification of Homeless Occasions and/or Institutional Stays	
<p>I made the following attempts to obtain written third party verification of the applicant's self-certified occasion(s) of homelessness and/or stay(s) in institutional(s) (attach additional sheets if necessary):</p> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/>	
D. Staff Certification	
<p>I understand securing written third party verification is the preferred method of certifying occasions of homelessness and stays in institutions and self-declaration is only permitted when I have attempted but am unable obtain such verification.</p>	
Printed Name:	Date: / /
Title:	Signature:
Agency:	Email:

Please note: Projects have up to 180 days after the participant's project entry date to gather third party documentation of homeless occasions. Therefore, participants can enter a project self-certifying more than 3 months of homelessness if third party verification of at least 9 months of homelessness can be obtained within 180 days of the participants' entry into the program.