

Self-Identification of Current Residency Form

(Hot Sheet)

CF/R-20 Revised 1-11

(Mandatory)

This form is designed to assist Head Start staff in applying the homeless definition under the McKinney-Vento Homeless Assistance Act (42 U.S.C.11434a(2) sect. 725(2)) to individual children and families to determine automatic income eligibility.

Upon gathering initial information about the family's living situation through the registration process, a determination is made that the family's living situation may represent homelessness. Be careful using the term "homeless" when talking with family. State the facts of the living situation only.

1. Ask the Parent/Guardian if they are willing to complete this form to best describe their current living situation.
2. Parent/Guardian, with assistance from staff as needed, will check the appropriate box that best applies to family's current living condition.
3. If the last box is checked regarding "shared housing", staff or the parent/guardian are to provide further details on the "Please explain" line. The purpose for this is to determine if this situation is due to homelessness or a family preference to live with relatives/friends. Reasons that demonstrate homelessness may include but are not limited to the following: home foreclosures, loss of job/wages (or other financial hardships), natural disasters, sudden evictions, substandard housing, and number of occupants per size of housing.
4. Print name of parent/guardian completing the form.
5. Obtain parent/guardian's signature and date signed.
6. List all names of Head Start eligible children applying to program and their birthdates.
7. Inform parent/guardian of their rights once application is approved by manager.
8. Distribution: The parent/guardian receives the yellow copy and the white will be placed in the child's file. Make copies for individual child files as needed.