



Monmouth County Homeless Systems Collaborative

Prevention Program Pre-screening Tool

The following tool shall be used as a guide to determine which households are in critical need of prevention services and should receive “warm hand-off” services in connecting with agencies administering prevention funds. This tool shall not be used to determine eligibility for prevention resources, but rather shall serve as a guide for prioritizing households in need of prevention services to ensure those with the highest need are successfully connected to prevention resources in the community.

For the purposes of working with prevention programs, a “Warm Hand-off” is defined as follows: Agencies will submit via secure electronic transfer, a copy of the completed referral form along with a phone call (message should be left if no one answers) and/or email notifying the agency that a critical referral is coming in. The referral should also be accompanied by the completed pre-screening tool.

Households identified as not having a critical need but requiring prevention services shall be provide with information about prevention programs in the county without warm hand-off procedures followed.

Prevention Pre-Screening Tool

How imminent is the loss of housing?	1 – 3 days 4 – 13 days 14+ days
How many times have you been evicted from housing?	0 times 1-3 times 4+ times
Are you currently in subsidized housing (Section 8 HCV, Public Housing, other rental assistance program)	Yes No
Have you ever been convicted of a crime?	Yes No
Have you ever served in the armed forces?	Yes No

Prevention Pre-Screening Tool Scoring

Question	Answer	Score
How imminent is the loss of housing?	1 – 3 days	7 points
	4 – 13 days	3 points
	14+ days	0 points
How many times have you been evicted from housing?	0 times	0 points
	1-3 times	2 points
	4+ times	4 points
Are you currently in subsidized housing (Section 8 HCV, Public Housing, other rental assistance program)	Yes	2 points
	No	0 points
Have you ever been convicted of a crime?	Yes	3 points
	No	0 points
Have you ever served in the armed forces?	Yes	1 points
	No	0 points
Total		

Risk Guide

Minimal Risk	0 – 6 points
High Risk	7 – 17 points