



CCHA COORDINATED ENTRY INITIAL SCREENING FORM

Name: _____ Date of Birth: ____/____/____

Number of adults in your household: _____ Number of children in your household: _____

Phone: _____ Other Phone: _____
Do we have permission to call these numbers? ___ Yes ___ No *Do we have permission to leave a message? ___ Yes ___ No*

Email: _____ Other: _____
Do we have permission to email you? ___ Yes ___ No

Where did you stay last night? _____

How long have you stayed at this location? _____

What kind of assistance do you need? Financial Assistance Housing Case Management

What language are you most comfortable speaking? _____ Is an interpreter needed? ___ Yes ___ No

Are you currently fleeing or attempting to flee an intimate partner violence situation? ___ Yes ___ No
If yes, offer referral to local domestic violence agency, Steps to End Domestic Violence.

Are you a survivor of any kind of sexual violence? ___ Yes ___ No
If yes, offer referral to local sexual violence agency, HOPE Works.

Have you ever served in the U.S. military or Armed Services? ___ Yes ___ No

Are you 24 years of age or younger? ___ Yes ___ No
If yes, offer referral to local youth-serving agency, Spectrum Youth & Family Services.

Is there anything else you feel we should know?

CONTINUED ON OTHER SIDE →

CUT OFF THE SECTION BELOW AND GIVE TO CLIENT.

CCHA COORDINATED ENTRY
REFERRAL SLIP



You have been referred to the organization checked below. Please contact them to continue this process.

- Champlain Valley Office of Economic Opportunity (CVOEO):**
Drop-In Hours: 8:30am-4:30pm, Tuesday & Wednesday, 255 S. Champlain St., Burlington, VT
OR call 802-862-2771 to schedule an appointment
- Committee on Temporary Shelter (COTS):** Drop-In Hours: 10am-12pm, Monday & Thursday
Families with children in the household should go to: COTS Housing Resource Center, 95 North Ave., Burlington, VT
Adult individuals should go to: COTS Daystation, 95 North Ave., Burlington, VT
OR call to schedule an appointment. COTS HRC: 802-861-0110, or COTS Daystation: 802-862-5418.
- Spectrum Youth & Family Services:** Drop-In Center Hours: 10am-1pm & 4pm-6pm, Monday-Friday
177 Pearl St., Burlington, VT
OR call 802-864-7423 to schedule an appointment
- Steps to End Domestic Violence:** Call the Economic Justice Advocate, 802-658-3131 ext. 2015, or 802-658-1996
- HOPE Works:** Call the Victim Advocate, 802-864-0555 ext.11



I give my permission for the Champlain Valley Office of Economic Opportunity (CVOEO) to receive a copy of this form and to share information included on this form with the following agencies (coordinated entry assessment hubs) for the purpose of continuing the coordinated entry process to obtain housing-related assistance:

- * Champlain Valley Office of Economic Opportunity (CVOEO) _____ *decline*
- * Committee on Temporary Shelter (COTS) _____ *decline*
- * Spectrum Youth & Family Services _____ *decline*
- * Steps to End Domestic Violence _____ *decline*
- * HOPE Works _____ *decline*

(If you do not want your information to be shared with one of the listed agencies, please check "decline" next to their name.)

Signature _____ **Date** _____

If screening is done over the phone, interviewer writes "verbal consent" and signs their own name on the signature line.

OFFICE USE ONLY

Client was referred to: CVOEO COTS Spectrum
 Steps to End Domestic Violence HOPE Works

Interviewer Name: _____ Staff Volunteer

Organization: _____ Phone #: _____

***** Please fax completed form ATTN: Christopher Brzovic (CCHA/CVOEO) to 802-660-3454. *****