



Homeless Identification and Birth Certificate Project Instructions to make a referral

PURPOSE: Program provides funding for birth certificates and/or State Identification/Driver's License renewals.

ELIGIBILITY: To qualify, the individual must be experiencing homelessness or is at imminent risk of becoming homeless, and have a mental illness or co-occurring substance use disorder.

Minor children in the care of a qualifying adult that meets the homeless and disability criteria are also eligible for birth certificates.

INSTRUCTIONS TO MAKE A REFERRAL:

1. Verify individual meets the following requirements:
 - a. Is age 18 or older **OR** If the individual is under age 18, they must be in the care of an adult that meets criteria below
 - b. Has a mental illness or co-occurring substance use disorder
 - c. Currently homeless or at imminent risk of becoming homeless
 - d. The individual may not have requested funds from this project within the past 5 months
 - e. Individual is eligible for services within the public mental health system
2. Complete the application packet with the individual. Application includes the following:
 - a. The "**Behavioral Health Administration Homeless I.D. Project FY 2021 Application/Intake**".
 - b. The "**Maryland Homeless I.D. Project Documentation of Homelessness**". This is a self-verification of homelessness completed by the individual (including current situation, how long they have experienced homelessness, how many episodes of homelessness, what makes them at risk of homelessness, etc.). ****If the individual is currently staying in a shelter, please include a letter from the shelter.***
 - c. The "Somerset **County Core Service Agency Consent to release/obtain Confidential Information**". This gives permission for your Homeless I.D. referral to be sent to Somerset County Core Service Agency for program monitoring.

3. Submit the application packet either by fax or mail. **(NOTE: Application packets should be sent to the Core Service Agency where the individual is residing/ located)**

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