



COALITION FOR  
HOMELESSNESS  
INTERVENTION  
& PREVENTION



## Coordinated Entry Housing Needs Assessments during COVID-19

The following Access Points are able to complete housing needs assessments over the phone during COVID-19. Please ask for a CES Housing Needs Assessment when calling.

### Adult & Child

(317) 961-0090  
Monday: 9:30am – 12:30 pm  
Wednesday: 3:00 pm – 5:00 pm  
Friday: 10:00 am – 12:00 pm

### Damien Center

(317) 423-0561  
Tuesday: 10:00am -4:00pm  
Thursday: 10:00am-4:00pm

### Horizon House

(317) 423-8909 ext. 476  
Monday: 12:30 pm – 2:45 pm  
Wednesday: 8:00am-11:15am  
Friday: 12:30 pm – 2:45 pm

### Homeless Initiative Program

(317) 957-2275  
Tuesday: 9:00 am – 4:00 pm  
Thursday: 9:00 am – 4:00 pm

### HVAF of Indiana (for Veterans)

(317) 951-0688  
Monday – Friday:  
8:00 am – 4:00 pm

## What is Coordinated Entry?

The Indianapolis Coordinated Entry System (CES) provides a structured process for entry, assessment, scoring, prioritization, determining eligibility, and referral for homeless housing and services. The goal is to efficiently and fairly allocate resources by prioritizing severity of service needs and vulnerability using policies established by the Indianapolis Continuum of Care (CoC) in accordance with the Indianapolis CoC Written Standards.

## Who is the Coordinated Entry Housing Needs Assessment For?

Individuals and families that meet Category 1 or Category 4 of HUD’s homeless definition.

### Category 1 – Literally homeless

Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- (i) Has a primary nighttime residence that is a public or private place not meant for human habitation;
- (ii) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or
- (iii) Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution



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#### Category 4 – Fleeing/Attempting to Flee DV

Any individual or family who:

- (i) Is fleeing, or is attempting to flee, domestic violence;
- (ii) Has no other residence; and
- (iii) Lacks the resources or support networks to obtain other permanent housing

#### **What can I expect during the Coordinated Entry housing needs assessment?**

You will speak with a trained Assessor to complete the assessment. The purpose of the assessment is to help identify your needs and refer you to housing programs and services that are a good fit for you and your family. The assessment will take about 30-45 minutes to complete. The information provided will be used for eligibility purposes only and will not be used to disqualify you from services.

At the end of the assessment, the Assessor will talk about the services and programs you may be eligible for. There is no guarantee that there will be immediate program openings. The Assessor will work with you to create a plan to obtain the documentation needed before you can be referred to a program.

#### **What is the required documentation for housing?**

Proof of Homelessness (Outreach verification/Shelter letter)  
Proof of Chronic Homelessness (if applicable)  
Disability Documentation (if applicable)  
Proof of Military Service/DD214 (if applicable)

#### **Other documentation that may be required**

Identification (state ID or license for anyone over the age of 18)  
Birth Certificate (all household members)  
Social Security Card (all household members)  
Proof of Income (Paystubs, SSI/SSDI Award Letters)

**For more information:**

[www.chipindy.org](http://www.chipindy.org)

[www.indycoc.org](http://www.indycoc.org)

[ces@chipindy.org](mailto:ces@chipindy.org)