

**COMMUNITY REFERRAL FORM
REFERENCE GUIDE**
Updated 9.5.24



PURPOSE

This referral form was designed for Oakland County Community Partners, who do not use HMIS, when working with people who are in a housing crisis so they can be directly routed to resources and programs that may be able to help. This form is used to streamline our services to make sure everyone can get connected to the resources and supports they may need.

BACKGROUND

The Alliance for Housing, Oakland County's Continuum of Care is dedicated to ending homelessness and increasing affordable housing in Oakland County. We support housing solutions by promoting community partnerships, and by linking people in our community with a variety of housing resources and services.

Our housing programs include: transitional housing, short term financial assistance and housing stabilization services, permanent supportive housing, prevention, diversion and linkage to other long term subsidies such as housing choice vouchers, special needs units and subsidized housing.

The Alliance does not discriminate based on race, color, age, ethnicity, religion, disability, gender, gender identify, familial status, sexual orientation or national origin in either the eligibility or intake process.

RELEASE OF INFORMATION SECTION

The purpose of having an ROI (Release of Information) on this referral sheet is to notify the individual that their information will be shared with the coordinated services and providers in relation to housing assistance through the Alliance for Housing. When the individual provides a signature on this form it enables the referrer to share the form to get the individual connected to services. Information back to the referrer cannot be provided without the completion of the release of information section.

Once the form is completely filled out with the individual's signature send it via email to Community Housing Network at applicationdocs@chninc.net. If you are working with a youth (under 18) then please send the form directly to Common Ground via email to Joseph Rusher at [jrusher@lighthouse.org](mailto:jrush@lighthouse.org)

HUD DEFINES "LITERALLY HOMELESS" AS THE FOLLOWING: "a person or family who is either in a shelter, a place not meant for human habitation, or on the street, or car, or in situations where a church or human services are paying for temporary lodging in a motel."

For the purposes of this referral, please use this form for people experiencing either literal homelessness, facing an eviction, or are attempting to flee a domestic violence or human trafficking situation. For others please have them call the Housing Resource Center directly at Phone Number: 248-269-1335 or (toll-free) 1-866-282-3119 or email: HRC@chninc.net