### PBV Referral Checklist Greenway Flats

Applicant:

Date of Referral:

Assigned Case Manager:

Phone # and Fax # of Case Manager:

Email of Case Manager:

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Completed Application Packet

Verification of Chronic Homelessness

Documentation of a valid social security number (SSN) for each family member.

-The following documentation is acceptable evidence of the SSN:

- An original SSN card issued by the Social Security Administration (SSA)

- An original SSA-issued document, which contains the name and SSN of the individual

-An original document issued by a federal, state, or local government agency, which

contains the name and SSN of the individual, along with other identifying information of

the individual

Income Verification for all family members 18 and older

Current photo identification card/license for all family members 18 and older

Birth Certificate for all family members

Verification of Disability

Letter of support in regards to CBI (if applicable)

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# PHA USE ONLY

Date Received  Approved  Denied \_\_\_\_\_\_\_ (Initials)

Reason for Denial

Date of Briefing