Walk-In Screening Hours:

Please call ahead to be pre-screened. 509.737.3946

The first 10 walk-ins that come prepared with ALL required documents will be screened through C.E.S. the following days:

Mondays
Tuesday
Thursdays

**Beginning at 1:00 pm**

Appointments will be provided only on an emergency basis.

Housing Services Available Based on Eligibility:

♦ Emergency Shelter Vouchers
♦ Eviction Prevention for at risk households
♦ Rapid Re-Housing for households that are homeless
♦ Screening for all community housing programs
♦ Housing and Essential Needs (HEN)

Call to get Pre-Screened
509.737.3946

Homeless or at risk of becoming homeless?
C.E.S. may be able to assist, by providing intake/assessments for all Benton & Franklin Counties Housing Programs.
One place, one visit, with pre-screenings done by phone.

Benton & Franklin Counties Department of Human Services Housing Office

C.E.S. Housing Office
500 N Moran
Building 1, Suite 1205
Kennewick, WA 99336

Phone: 509.737.3946
Fax 509.491.4001
C.E.S. Coordinated Entry System is a localized system of efficiently routing households who are homeless or at risk of homelessness to the most appropriate provider among the network of homeless service providers, as quickly as possible.

**Required Documents for Screening:**

- Picture ID for all adults in the household (18 and over)
- Social Security Cards for all household members or official letter from the Social Security Administration documenting that a card has been requested and noting the number.
- Official Identification for all children in the household: birth certificate, medical coupon, school enrollment, etc.
- Homeless Status Verification: Referral letter from shelter/service provider; eviction notice; landlord letter; notice to terminate tenancy signed from family or friends that they can no longer remain in the current housing.
- Proof of Crisis which caused the eviction: Police report, medical bills showing payment, increase utility bill showing payment, loss of job/employment claim, etc.
- Copy of Lease/Rental Agreement: Copy of Lease/Rental Agreement listing you/applicant as the renter of the unit.
- Verification of Income for all adults in the household: (three prior months and current month that you are applying)

**C.E.S. Screens families and individuals for the following housing programs:**

- **Benton & Franklin Human Services Programs**
  - Chemically Dependency
  - Disabled Housing Program
  - HEN
  - HOPWA
  - Jail Release
  - Shelter + Care
  - TANF Ending Family Homelessness

- **Blue Mountain Council Programs**
  - Supportive Services Vet/Families

- **Catholic Family and Child Services**
  - Benton & Franklin 2060
  - Benton & Franklin Young Adults Program
  - Benton Franklin County Elderly
  - Benton & Franklin 2163
  - Supportive Services Vet/Families

- **Columbia Basin Veterans Coalition**
  - CBVC Kennewick Transitional Housing
  - CBVC Richland Transitional Housing
  - VESTRA Veterans Rental Assistance

- **Community Action Connections**
  - 2163 Elderly Rental Assistance
  - ABD Benton & Franklin Co 2163

- **Domestic Violence Services**
  - DVS Rental Benton & Franklin 2163
  - DVS Transitional

- **Elijah Family Homes**
  - Elijah Family Homes Transitional Housing

- **Lourdes Counseling Center**
  - Cullum House
  - LCC Rental Benton & Franklin 2163
  - Supportive Living Program

- **My Friends Place**
  - Young Adult Program

- **River of Life**
  - ANSIL Young Adult Housing Program