

**Sanctuary for Families'
Center for Battered Women's Legal Services
PUBLIC BENEFITS REFERRAL FORM:**

**Please Print Out and Fill Out Completely.
Return to Sonia Mansoor (fax 212 566-0344)**

PLEASE XEROX AND ATTACH (FAX) ANY IMMIGRATION OR BENEFITS NOTICES, THAT CLIENT HAS WITH HER THAT WILL GIVE INFORMATION ABOUT HER CASE. Also, please attached all proof of DV

Referral Date:	Referral By and phone number:
Client Name: = SSN: DOB:	Client Phone:
Client Address:	Is client in Homeless or DV Shelter?
Is client working? If yes, what is her weekly income? If no, when was the last time she worked? Is she currently attending training or vocational class? Does client have immigration status? If so, what?	Does client have any assets or resources (bank accounts, property)? Is she currently receiving child support or any other form of unearned income (unemployment insurance, SSI)?

Family Composition

Number of Children living in household with client?	What are the immigration filings/statuses of each child?

<p>Are any of the children currently receiving ACS-funded childcare?</p>	<p>Children DOB, SSN, Names</p> <p>1.</p> <p>2.</p> <p>3.</p>
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Welfare-related information

<p>Is client currently receiving any government benefits (SNAP, Cash, Housing Assistance, Childcare, Medical) and in what monthly amounts?</p>	<p>If yes, what is her <u>SNAP/Jobs center</u> (name or center number)?</p> <p>And <u>case number</u> (7 digits, sometimes appears with several 000 at start or end in a letter, on all welfare notices)?</p>
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<p>Legal Need of Client (reason for referral) and any other information I need to know (please be candid). Please indicate, if possible, if client is willing/able to comply with 35 hr/week welfare work requirement.</p> <p>When did she go to apply?</p> <p>Where did she go to apply?</p> <p>What did she apply for?</p> <p>Does she have proof of what and when she applied?</p> <p>Did she identify as a victim of domestic violence on her public benefits application?</p> <p>Did she identify as a victim of domestic violence at any other time for the duration of the case?</p> <p>Was she given a referral to a domestic violence liaison?</p> <p>Did she go with an advocate to the domestic violence liaison?</p> <p>What information did she give to the domestic violence liaison, e.g. advocacy letters, proof of domestic violence etc.?</p> <p>Did she want a full OSCE/ work waiver or an opt-in OCSE/work waiver?</p> <p>What kind of waiver did she get?</p> <p>Did she get any decisions in writing</p> <p>Fax us pertinent documents</p>
