



Comprehensive Intake Matrix

Participant Name: _____ Date: _____

	Food Security	Housing	Employment & Income	Transportation	Financial Security	Education & Skills	Social Network	Health & Wellness
5	Ability to access store of choice and purchase any food items desired.	Safe & affordable unsubsidized housing. All utilities paid and planning for monthly bills.	Exceeds adequate income and benefits.	Transportation is readily available & affordable; the car is adequately insured.	Adheres to a spending plan while saving regularly.	Achieved degree of choice.	Many sources of support for a variety of needs and integration within the community.	Not limited by health and/or mental health struggles.
4	Meets food needs without assistance.	In stable housing that is adequate and potentially subsidized in location of choice. All utilities paid.	Full-time employment with adequate pay and benefits.	Transportation is generally accessible & meets basic travel needs.	Follows a monthly plan for savings/spending with some &/or sporadic savings.	Some post-secondary education. Obtained job training or certificate program.	Available and reliable support from more than one family or friend, connected to community.	Rarely limited by health and/or mental health struggles.
3	Can meet basic food needs but may require occasional assistance.	In safe housing that is mostly adequate but may not be in the desired location/ size and/or is in need of repair. Utility payments are difficult.	Stable job with wage to meet needs; limited benefits or disabled with benefits, retired with needs met.	Available & reliable but limited &/or inconvenient. Licensed & minimally insured.	Usually able to meet bills, basic knowledge of saving / spending plan.	Attending or working towards job training program &/or post-secondary education.	Available and reliable support from at least one family or friend, some connection to community.	Occasionally limited by health and/or mental health struggles.
2	Have multiple days of meals but rely solely on other sources to provide food (SNAP, pantries, etc.).	Threat of homelessness, inhabitation of dwelling, in unaffordable or transitional housing, couch surfing or living with relatives. Falling behind on utility payments or disconnected	Part time employment with inadequate pay, possibly temporary &/or seasonal.	Unreliable, unaffordable, unpredictable. May have a vehicle but no insurance &/or license. Unsafe car seat.	Difficulty meeting basic needs-possible inconsistent income; minimal to no knowledge of savings/spending plan.	High school degree, GED received.	Unreliable or inconsistent support from family and friends, little connections to community.	Often limited because of health and/or mental health struggles.
1	Less than 1 meal a day and unsure of when/where next meal will come from.	Homeless	No Income &/or unemployed.	No access to safe, legal transportation. Inoperable vehicle &/or revoked or suspended license.	No income, unable to pay current or past due bills.	Does not have high school diploma/GED, limited reading, writing and/or math skills.	No support from family or friends, no community connections.	Daily limitations because of health and/or mental health struggles.

**** If you have children 6 years old or younger in your home, please also fill out the two rows below:**

Family Development & Parent Engagement	Parenting skills are well developed. Parent-child relationship(s) are stable, and communication is consistent	Family members support each other's efforts, spend time together doing activities they enjoy focused on the child.	Family spends time together, open to learning and support is available when needed.	Minimal access to spending time with child and/or family/friend support.	Limited parenting skills, not familiar with child development.
Childcare	High quality childcare with ability to select childcare of choice with no barriers.	High quality childcare, affordable with limited barriers.	Available, meets childcare needs with some barriers.	Unreliable, unaffordable, lack of transportation &/or inadequate supervision.	No childcare &/or with severe barriers to childcare.

5

4

3

2

1