

Guide for Completing the Kansas Independent Living Self-Sufficiency Matrix

Domain	1 (In Crisis)	2 (Vulnerable)	3 (Safe)	4 (Stable/Building Capacity)	5 (Empowered)	Score	Goal met? (Yes/No)
Housing/Shelter	<u>Homeless or threatened with eviction.</u> *Homeless as defined by HUD. *Staying in a homeless shelter. *Staying in a hotel that is paid for by an agency. *Couch-surfing. *Going from place to place on a frequent basis. *Threatened with eviction. *Document from landlord threatening eviction. *Staying in a dwelling not meant for cohabitation.	<u>In transitional, temporary or substandard housing; and/or current rent/mortgage payment is unaffordable (50% or more of income).</u> *More than 50% of income goes toward housing and utilities. *Defined by the national low-income housing coalition as being "Severely cost burdened." *Rent is 30 days or more behind. *Paying for own hotel room. *In transitional housing.	<u>In stable housing that is safe but only marginally adequate.</u> *Physical condition of housing is safe. *Working locks, working plumbing, no exposed wiring, no holes in roof, no mold, etc. *Utilities are on. *Rent is less than 30 days behind.	<u>Household is in safe, adequate, subsidized housing.</u> *Income-restricted subsidy used to pay for housing. *Rent is current. *Would pass HUD inspection. *Youth is satisfied with housing.	<u>Household is safe, adequate, unsubsidized housing.</u> *Less than 30% of income goes toward housing and utilities. *No income-restricted subsidies used to pay for housing. *Paying rent in a timely manner and can continue that process. *Size of housing is adequate- not in violation of fire occupancy codes.		
Employment	<u>No job</u> *No job and in a crisis. *If on Social Security, would be N/A.	<u>Temporary, part-time or seasonal, inadequate pay; no benefits.</u> *Inadequate pay; earning 150% or less of Federal Poverty Level (FPL). *Pay is insufficient for meeting basic needs without public assistance. *Have income but frequently vulnerable to crisis.	<u>Employed full-time; inadequate pay; few or no benefits.</u> *Employed full-time: *32 hours or more a week. *Inadequate pay: earning 150% or less of FPL. *Pay is insufficient for meeting basic needs without public assistance. *Few or no benefits: 2 or less. *Have full-time employment but may have a few crisis situations.	<u>Employed full-time and adequate pay and benefits.</u> *Employed full-time: 32 hours or more per week. *Adequate benefits. *Retirement, healthcare, insurance, etc.	<u>Maintains permanent employment with adequate income and benefits.</u> *Permanent employment: employed longer than 90 days. *Vacation and sick leave available. *Adequate benefits: retirement, healthcare, insurance, etc.		
Income	<u>No income.</u> *No financial means/no financial resources.	<u>Inadequate income and/or spontaneous or inappropriate spending.</u> *Has income but unable to meet basic needs. *Expenditures on budget exceed income.	<u>Can meet basic needs with subsidy; appropriate setting.</u> *Can meet basic needs including housing, food, childcare, transportation, healthcare, clothing. *Expenditures on budget do not exceed income. *Earn less than 150% of FPL. *Subsidy includes public assistance or qualifies for childcare subsidy. *On food stamps.	<u>Can meet basic needs and manage debt without assistance.</u> *No longer qualifies for benefits. *Earns 150% or greater of FPL. *Client is managing budget and making at least minimum payments on debt. *Budgeting but not currently saving. Saving money is sporadic.	<u>Income is sufficient, well-managed; has discretionary income and is able to save.</u> *Income is well-managed: has a budget. *Has discretionary income and the ability to save money.		
Food	<u>No food or means to prepare it; relies a significant degree on other sources of free or low-cost food.</u> *No means to prepare food. *Has no access to food preparation area and unable to prepare daily meals. *Not visiting food pantries. *No food stamps/SNAP: either because they do not qualify or they have not applied.	<u>Household is on food stamps.</u> *Household receives assistance (food stamps, SNAP, visits food pantries) but still cannot meet basic needs.	<u>Can meet basic food needs but requires occasional assistance.</u> *Requires occasional assistance: visits food pantries, SNAP. *Client could purchase food, however, is using food pantry and paying off debt with food money.	<u>Can meet basic food needs without assistance.</u> *Can meet basic food needs without SNAP or visits to food pantries. *Food choices may still be low-price, unhealthy foods. *Knows where next meal is coming from, when it is coming, and does not need to skip meals because of financial constraints.	<u>Can choose to purchase any food household desires.</u> *Can met food needs without SNAP or visits to food pantries. *No issues with food and reports having discretionary money towards food.		
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						(Yes/No)
Childcare	<u>Needs childcare, but none is available/accessible and/or child is not eligible.</u> *Unavailable *Childcare not available when needed (nights or weekends, for example). *All potential childcare providers and centers are “filled to capacity.” *Child is not eligible/does not qualify. *Clients are unable to get to the childcare provider in a reasonable amount of time.	<u>Childcare is unreliable or unaffordable, inadequate supervision is a problem for childcare that is available.</u> *Unreliable *Childcare provider is either inconsistently available, regularly cancels, or fails to show up. *Unaffordable: cost places burden on budget. *Inadequate: childcare is not quality (environment is not warm and responsive, not safe nor constant monitoring.) *No subsidy for childcare.	<u>Affordable, subsidized childcare is available.</u> *Childcare available and client receives (or could receive) assistance through voucher, sliding fee scale, free care, public program.	<u>Reliable, affordable childcare is available, no need for subsidies.</u> *Childcare is available and no need for government assistance. *Client is paying for own childcare, but cost may still be a factor in choice.	<u>Able to select childcare of choice.</u> *Client is satisfied with childcare. <u>OR Youth is not actively parenting a child.</u>	
Pregnancy/ Parenting	<u>Pregnant/expecting a child with little to no resources.</u> *No prenatal care. *Lacking basic essential resources to care for child/children. *No relational support. *No connections to community resources for diapering/feeding supplies and/or parenting support. *Regular substance use, including nicotine and/or alcohol. *No positive parenting experience/role model.	<u>Unable to meet daily needs of children; some access to resources to assist with essential needs.</u> *Inconsistent prenatal care. *Connected to minimal resources and supports to adequately care for the needs of the child/children. *Unreliable/sporadic relational support. *Occasional substance use, including nicotine and/or alcohol. *Minimal positive parenting experience/role model.	<u>Dependent on resources in order to meet children’s essential needs.</u> *Some resources present to aid in meeting essential needs. *Established prenatal care, but not attending appointments regularly. *Minimal substance use, including nicotine and/or alcohol. *Relational support available, but minimally engaged.	<u>Able to meet most needs and connected to community resources for parenting needs.</u> *No substance use, including nicotine and/or alcohol. *Attending prenatal visits and adhering to doctor’s recommendations. *Aware of community resources and accesses them when needed. *Adequate relational supports in place and utilized.	<u>Able to meet all needs of children and, if pregnant, receiving prenatal care and not lacking resources.</u> *Avoids all harmful substances, consumes an overall balanced diet, takes prenatal vitamins. *Healthy and consistent relational support in place, dedicated support network. *All essential needs met for parent/infant/child. <u>OR Youth is not currently pregnant or actively parenting a child.</u>	
Adult Education/ Literacy	<u>Literacy problems and/or no high school diploma are serious barriers to employment.</u> *Inability to read or write in English. *No high school diploma or GED. *Not enrolled in program to obtain GED.	<u>Enrolled in literacy and/or GED program and/or has sufficient command of English to where language is not a barrier to employment.</u> *No diploma. *Enrolled in high school or GED program/high school equivalency.	<u>Has high school diploma/GED.</u> *Has obtained high school diploma/GED but not seeking any additional training, education, or certification that could help employment.	<u>Needs/ is seeking additional education/training to improve employment situation to where they can function more effectively in society.</u> *Enrolled in additional training, education, or certification.	<u>Has completed education/training needed to become employable. No literacy problems.</u> *Has completed additional training, education, or certification needed to achieve desired employment.	
Health Care Coverage	<u>No medical coverage with immediate need.</u> *No medical coverage. *Youth has immediate medical, dental or mental health needs. *Youth does not know how to access preventative healthcare.	<u>No medical coverage and great difficulty accessing medical care when needed; some household members may be in poor health.</u> *No medical or dental coverage. *But no immediate medical need. *Great difficulty accessing medical care. *Relies on safety net clinics. *Frequent trips to the ER.	<u>Some members (e.g. children) have medical coverage.</u> *Some members have medical coverage. *Adults have a grasp of safety clinic use and access services when needed.	<u>All members can get medical care when needed but may strain budget.</u> *All household members have some form of medical coverage and can access care, but may pose strain to budget, or coverage is less than adequate (i.e. emergency only). *Qualify for benefits but benefits are costly. *High co-pays are usually present.	<u>All members are covered by affordable, adequate health insurance.</u> *All members covered by health and dental insurance. *Members can access healthcare easily.	
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Life Skills	<u>Unable to meet basic skills of daily living.</u> *Basic skills of daily living include basic hygiene, ability to provide food for self, time management, scheduling and attending appointments. *Ability to navigate public transportation. *Transactional communication skills.	<u>Can meet a few but not all basic skills of daily living without assistance.</u> *Basic skills of daily living below average in 3 skills. *Must be able to provide food for self. *See 1 (in crisis) for basic skills of daily living.	<u>Can meet most but not all basic skills of daily living without assistance.</u> *Basic skills of daily living below average in 2 skills. *See 1 (In Crisis) for basic skills of daily living.	<u>Able to meet all basic skills of daily living without assistance.</u> *No clear limitations with life skills. *See 1 (In Crisis) for basic skills of daily living.	<u>Able to provide beyond basic skills of daily living for self and family.</u> *Can satisfy more than basic skills shown by ability to care for others (children, pets, other family members).		
Social life/ Supports	<u>Lack of necessary support from family or friends; abuse or exploitation is present.</u> *Isolative. No support system in place. *Family/friends are not supportive or take advantage of situations.	<u>Family/friends may be supportive but lack ability or resources to help; family members do not relate well with one another; potential mistreatment or exploitation.</u> *Client reports persistent conflict. *Vulnerable to exploitation.	<u>Some support from family/friends; family members acknowledge and seek to change negative behaviors; are learning to communicate and support.</u> *Family/friends are finding ways to support.	<u>Strong support from family or friends. Household members support each other's efforts.</u> *Support available when needed.	<u>Has healthy/expanding support network; household is stable, and communication is consistently open.</u> *Positive and consistent support network. *Family is stable.		
Transportation	<u>No ability to access or utilize transportation, public or private; may have car that is inoperable.</u>	<u>Transportation (public or private) may be available, but unreliable, unpredictable, unaffordable, inaccessible, unsafe; may have car that is operable but no insurance, license etc. Vehicle in need of some repairs.</u>	<u>Transportation (public or private) is available and reliable but limited and/or inconsistent; drivers are licensed and insured.</u>	<u>Transportation is accessible to meet basic travel needs.</u> *But not always able to use preferred mode of transportation.	<u>Transportation is readily available and affordable; car is adequately insured.</u> *Adequately insured at state minimum (i.e. liability only at levels required). *Preferred mode of transportation is available. *Alternative/back-up transportation is available.		
Community Involvement	<u>In "survival" mode.</u> *Total social isolation or alienation.	<u>Socially isolated and/or no social skills and/or needs to improve social skills or barriers exist to becoming involved.</u>	<u>Lacks knowledge of ways to become involved. Has the capacity and knowledge to become involved but not interested or motivated at this time and/or has barriers such as transportation, childcare issues etc.</u> *Has social skills and motivation but lacks opportunity and has minimal involvement. *Barriers such as transportation, childcare issues.	<u>Engaged in community activities (advisory group, campus group, support group, church, hobbies, etc.), but has desire to be more involved.</u>	<u>Actively involved in community activities (advisory group, support group, church, hobbies, etc.)</u> *Regular and active participation in multiple community groups/events. *Has assumed responsibility within group. *Multiple levels of involvement and/or taken on leadership roles.		
Legal	<u>Current outstanding tickets, warrants or unresolved legal issues.</u> *On probation/parole but not compliant; outstanding warrants/tickets. *Immigration status in jeopardy. *Inability to navigate legal system for self or family.	<u>Outstanding legal issues/charges.</u> *Current charges/trial pending. Non-compliance with probation, court orders, parole or ICE.	<u>Fully compliant with probation/parole terms.</u> *Compliant with probation/parole; paying on warrant/ticket. *No immediate immigration threat(s). *Paying restitution.	<u>Has successfully completed probation/parole within the 12 months, no additional charges filed.</u> *Immigration status stable.	<u>No active criminal justice involvement in more than 12 months and/or no felony criminal history.</u> *No longer on probation/parole; fines/warrants have been paid. *Immigration status resolved.		
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Mental Health	<u>Currently danger to self of others; recurring suicidal ideation; experiencing severe difficulty in day-to-day life due to psychological problems.</u> *Consider mental health history to determine level.	<u>Recurrent mental health symptoms that may affect behavior. No reports of self-harm and does not appear to be a danger to self/others.</u>	<u>Mild symptoms may be present but are transient; only moderate difficulty in functioning due to mental health problems.</u> *Reports occasional bouts of depression and anxiety, for example.	<u>Minimal symptoms in response to life stressors; only slight impairment in functioning.</u>	<u>Symptoms are absent or rare; good or superior functioning in wide range of activities; no more than everyday problems or concerns.</u> *Able to use coping skills in response to life stressors.		
Substance Abuse	<u>Heavily dependent on substances, so severe that institutional intervention is needed for safety/well-being.</u> *Drinks and uses in excess several times daily and intoxicated or under the influence throughout the day. *Physical addiction to drugs/alcohol, resulting in withdrawal symptoms. *Actively using drugs/alcohol which results in serious ability to function on a day to day basis.	<u>Meets dependence for substance abuse. Preoccupation with drug use and/or obtaining drugs/alcohol.</u> *Withdrawal or withdrawal avoidance behaviors are evident. *Drinks or uses drugs several times per day. *Use of substances is causing neglect of essential life activities.	<u>Has used within the last 6 months; evidence of persistent and recurrent social, occupational, emotional, or physical issues related to use.</u> *Engaged in sporadic support for recovery (i.e. attends recovery-based support group irregularly and uses in between meetings). *Inconsistent patterns of drug use, but use is decreasing.	<u>Client has used within the last 6 months, but no evidence of serious impairments in social, familial, occupational, emotional, or physical areas of life.</u> *Participation in recovery-based services, i.e. attending 12 step meetings, substance abuse therapy, or other recovery related support. *Rare/occasional drug use, relapses. *Returns to supports in place for addiction support.	<u>No drug use/alcohol use in more than 6 months.</u> *Actively engaged in supports to maintain sobriety. *No relapses and no impairments in areas of life related to active drug use.		
Safety	<u>Environment is not safe; immediate level of danger/harm is extremely high; possible CPS involvement.</u> *One or more family members has been personally harmed by neighborhood crime or violence. *Violence is occurring in the home. *Property is being broken in home. *Domestic violence, exploitation, neglect or abuse are occurring in the home. *Afraid of someone in the home. *Housing has sanitary concerns or no electricity or running water.	<u>Safety is threatened/temporary protection is available; level of danger/harm is high.</u> *Neighborhood and community has a high crime rate with many acts of violence. *Someone is controlling access to the money/resources. *Arguing/violence is present in the home. Home life is volatile. High potential for domestic violence. *Home may be unsanitary, lack sufficient childproofing or safety measures, or has occasional problems with rodents or insects. *High risk for exploitation.	<u>Current level of safety is minimally adequate; ongoing safety planning is essential.</u> *Safety is threatened but level of lethality is not high. *Neighborhood and community has some crime or acts of violence that have not directly impacted the family. *Home is childproof, free of rodents and insects with most of safety measures met.	<u>Environment is safe; however, future is uncertain; safety planning is important.</u> *Neighborhood and community has a low crime rate and few acts of violence. *Has a safe place to go in case of emergency. *Home is childproof, free of rodents and insects, any missing safety measures are being addressed.	<u>Environment is apparently safe and stable.</u> *Neighborhood and community has a low crime rate and few acts of violence with outdoor space for children to safely play. *Easy access to emergency services. *No forms of abuse present in the home. *Home is childproof, free of rodents and insects with adequate safety measures (such as smoke alarm, carbon monoxide, locking cabinets and doors, safety plans, etc.).		
Disabilities	<u>Acute or chronic symptoms that affect housing, employment, social and familial, etc.</u> *Severe impairments with absolutely no resources available to address disability.	<u>Periodic acute or chronic symptoms affecting housing, employment, social, familial, etc.</u> *Symptoms actively present and lacking resources to effectively address needs related to disability.	<u>Rarely has acute or chronic symptoms affecting housing, employment, social, familial, etc.</u> *Symptoms being addressed sporadically with some resources in place.	<u>Currently asymptomatic-condition controlled by services or medication.</u> *Symptoms are being controlled with adequate supports in place.	<u>No identified disability.</u>		
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Credit	<u>Credit is negative, unable to utilize credit due to excessive debt.</u> *Credit card debt and not making minimum monthly payments. *Not making payments on outstanding medical bills. *More than one eviction/car repossession. *Extensive criminal history affecting credit or ability to obtain credit. *Bank account is negative. *Gambling debt. *Garnishments or judgements for debt owed. *Student loan debt, not making minimum monthly payments.	<u>Credit unstable and highly vulnerable to further adverse action on credit.</u> *Credit card debt present but making some payments. *Credit cards maxed out. *Medical debt present but making payments when able. *Has student loans out, but on a payment plan to repay loan. *Gambling debt, payday loans, pawn shop debt being paid off or almost paid in full. *Renting furniture or appliances on a rent to own plan. *No ways or means to repay current debt.	<u>Rebuilding credit and paying off debt.</u> *Money owed to creditors but current on payment plan. *Credit card debt present but making monthly payments on time and line of credit is not maxed out. *Remaining in good standing with creditors, school loans, and paying back loans as agreed upon. *No evictions/reposessions in the past 3 years. *Paying high interest rate on a vehicle, but currently making monthly payments without incident.	<u>Meeting needs and becoming more financially stable.</u> *Minimal credit card debt, minimal utilization of credit cards if accounts are open. *No outstanding high interest loans. *No pawn shop/payday or other loans present. *Car loan or house loan present, but low interest and able to make monthly payments without any issues. *Student loans present but consistent in payments without deferment or forbearance present.	<u>Financially comfortable and able to pay monthly bills with some reserve funds for an emergency.</u> *No credit card debt. *Money in bank account and savings for emergency needs. *No eviction, good rental history or homeowner. *No outstanding debts owed.				
	High Risk Housing Barriers (Circle all that apply):	Sex Offender	Bankruptcy	Person Felony	Child in OOH Placement	Drug Charges	Felony Convictions	Credit Issues	Civil Judgements
							Total Matrix Score		

Scoring information: Each domain will be scored individually to determine the level of risk/vulnerability. The goal is for each youth to achieve and maintain “Safe” to “Empowered” status in each domain, and for a youth’s overall score to increase over time. If the score in any domain is less than 3 (“Vulnerable” or “In Crisis”), a plan will be developed to address the barriers. Resources will be provided to the youth in accordance with PPS 7000 policy. A decrease in score indicates that additional resources and supports may be necessary for the youth to achieve a “Safe” to “Empowered” status of self-sufficiency. If a youth scores at the “In Crisis” level in one or more domains, the Independent Living Coordinator will assess the risk and provide intervention as needed. If safety is a concern, issues will be addressed in accordance with policy. This tool shall be administered annually at minimum, as a part of a youth’s Independent Living case plan, as directed in PPM 7030. The tool may be re-administered at any time, should a youth experience significant changes in their life.

The Kansas Independent Living Self-Sufficiency Matrix was adapted from other versions of the Self-Sufficiency Matrix, including the AZ Self-Sufficiency Matrix, Netherlands Self-Sufficiency Matrix, and HUD Self-Sufficiency Matrix, and was modified for the Kansas Independent Living Program by the DCF Independent Living Policy Workgroup.

