



1. Matrix Summary

Date Completed ____/____/____ Staff Name: _____

Agency Name _____ Program Name: _____

2. Client Information

First Name _____ MI _____ Last Name _____ Suffix _____

Client ID (Computer Generated) _____ SS# _____ - _____ - _____

3. Self-Sufficiency Matrix

Instructions:

- Complete this form for all clients at: 1) entry, 2) every 12 months during program enrollment, and 3) exit
• Select one and only one level in each of the six areas below by marking the box next to the appropriate level
• Level categories: 1 = In Crisis, 2 = Vulnerable, 3 = Safe, 4 = Building Capacity, 5 = Empowered

Assessment Type (Point in Time - select one): [] Entry [] During Program Enrollment [] Exit

1. Income

- [] 1. No Income
[] 2. Inadequate income and/or spontaneous or inappropriate spending
[] 3. Can meet basic needs with subsidy; appropriate spending
[] 4. Can meet basic needs and manage debt without assistance
[] 5. Income is sufficient, well managed; has discretionary income and is able to save

- [] 2. Childcare is unreliable or unaffordable; inadequate supervision is a problem for childcare that is available
[] 3. Affordable subsidized childcare is available but limited
[] 4. Reliable, affordable childcare is available; no need for subsidies
[] 5. Able to select quality childcare of choice
[] 6. Not Applicable

2. Employment

- [] 1. No Job
[] 2. Temporary, part-time or seasonal; inadequate pay; no benefits
[] 3. Employed full-time; inadequate pay; few or no benefits
[] 4. Employed full-time with adequate pay and benefits
[] 5. Maintains permanent employment with adequate income and benefits
[] 6. Not Applicable

5. Education

- [] 1. Literacy problems and/or no high school diploma/GED are serious barriers to employment
[] 2. Enrolled in literacy and/or GED program and/or has sufficient command of English to where language is not a barrier to employment
[] 3. Has high school diploma/GED
[] 4. Needs additional education/training to improve employment situation and/or to resolve literacy problems to where they are able to function effectively in society
[] 5. Has completed education/training needed to become employable. No literacy problems

3. Food

- [] 1. No food or means to prepare it. Relies to a significant degree on other sources of free or low-cost
[] 2. Household is on food stamps
[] 3. Can meet basic food needs but requires occasional assistance
[] 4. Can meet basic food needs without assistance
[] 5. Can choose to purchase any food household desires

6. Life Skills

- [] 1. Unable to meet basic needs such as hygiene, food, activities of daily living
[] 2. Can meet a few but not all needs of daily living without assistance
[] 3. Can meet most but not all daily living needs without assistance
[] 4. Able to meet all basic needs of daily living without assistance
[] 5. Able to provide beyond basic needs of daily living for self and family

4. Childcare

- [] 1. Needs childcare, but none is available/accessible and/or child is not eligible