



Modified COVID-19 Process for Individuals Experiencing Homelessness to Receive DC ID

Due to COVID-19, all in-person services at DC Department of Motor Vehicles (DMV) locations are currently closed. In order to ensure that individuals, youth, and families experiencing homelessness can continue to move through the housing process at this time, ICH worked with the DMV to create the following virtual process for case managers to help their consumers obtain a DC ID as quickly and efficiently as possible.

The Consumer's Case Manager should:

1. Scan/photograph the following documents:
 - a. Completed ID Application – Which can be found here:
https://dmv.dc.gov/sites/default/files/dc/sites/dmv/publication/attachments/DMV%20BOE%20Application_2-25-19.pdf
 - b. Proof of Identity – Documents accepted can be found here:
<https://dmv.dc.gov/node/1115566>
 - c. Proof of Social Security Number - Documents accepted can be found here:
<https://dmv.dc.gov/node/1115577>
 - d. Completed Social Services Proof of Residency Form – which can be found here:
https://dhs.dc.gov/sites/default/files/dc/sites/dhs/page_content/attachments/DC%20SOCIAL%20SERVICE%20PROOF%20OF%20RESIDENCEY%20FORM%20%282%29_1.pdf
2. Send email with all the documents above attached, with the subject line “ID for Individuals Experiencing Homelessness” to Marquis Miles with the DMV at Marquis.miles@dc.gov. Marquis will process all applications submitted through this process.
3. Please send all requests by Friday COB of each week, and be available for questions from Marquis and his team after submitting. Questions may come over the weekend or on Monday.
4. Marquis and his team will process these applications on the following Monday.
5. A temporary paper copy of the ID, which is usually provided to a client onsite at the DMV, will be emailed to the Case Manager and the hard ID will be mailed to the address submitted in the Proof of Residency. The DC Housing Authority (DHCA) will accept the temporary paper copy of the ID.

Note:

- If the consumer has never had a DC ID they will receive a photoless ID valid for 6 months. When it is time for the consumer to renew the 6 month ID, they will need to go to the Downtown Day Services Center to be processed for a photo for a REAL ID Card. The DC Housing Authority (DHCA) will accept this photoless ID for Housing Applications at this time, but will need clients to provide their REAL ID at the annual interim/recertification process. We recommend renewing the 6 month ID as soon as the DMV/Downtown Day Services Center open again.
- The electronic Social Services Proof of Residency Form will only be valid during the public health emergency. Once the public health emergency has been lifted social services organizations will be required to use the paper carbon copy form.

Reminder:

- If your consumer has a valid DC REAL ID that has been lost or stolen, they can order a new ID through the DMV Website here: <https://dmv.dc.gov/service/replace-real-id-or-limited-purpose-driver-license>