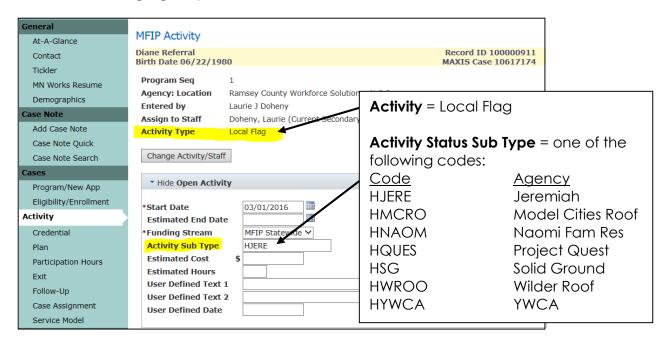# Workforce One
LOCAL FLAG Activity with Housing Code
MFIP

The **LOCAL FLAG** activity is used to track housing participants.

The **Local Flag** activity with the appropriate **Activity Status Sub Type** should be opened when a housing referral is received.

The example below indicates that the participant is working with the **Jeremiah** housing agency.

MFIP Activity

Diane Referral   Record ID 100000911
Birth Date 06/22/1980   MAXIS Case 10617174

Program Seq   1
Agency: Location   Ramsey County Workforce Solution
Entered by   Laurie J Doheny
Assign to Staff   Doheny, Laurie (Current Secondary
Activity Type   Local Flag

[Change Activity/Staff]

▼ Hide **Open Activity**

*Start Date   03/01/2016
Estimated End Date
*Funding Stream   MFIP Statewide ∨
Activity Sub Type   HJERE
Estimated Cost $
Estimated Hours
User Defined Text 1
User Defined Text 2
User Defined Date

Activity = Local Flag

Activity Status Sub Type = one of the following codes:

Code	Agency
HJERE	Jeremiah
HMCRO	Model Cities Roof
HNAOM	Naomi Fam Res
HQUES	Project Quest
HSG	Solid Ground
HWROO	Wilder Roof
HYWCA	YWCA

You will need to <u>close</u> this **LOCAL FLAG** activity when you receive notice from the housing agency that the participant is no longer active in their housing program.

The items highlighted below are required when closing the activity in WF1.

▼ Hide **Close Activity**

End Date   Completion Results   None Selected ∨
Actual Cost $ Actual Hours
Child Care Provided   None Selected ∨
Transportation Provided   None Selected ∨

[Save] [Save and Open New Activity] [Cancel]

To **Close** the activity, enter the appropriate information for the items highlighted.

Remember to **SAVE**.