



Servants to All

## APPLICATION FOR HOMELESS PREVENTION

APPLICANT NAME:
CURRENT ADDRESS:
CITY, STATE, ZIP CODE:
PHONE:

**PLEASE CHECK:**

1. ARE YOU CURRENTLY HOMELESS OR CURRENTLY SLEEPING IN A PLACE NOT MEANT FOR HUMAN HABITATION?  YES  NO

2. DO YOU CURRENTLY RECEIVE PUBLIC HOUSING OR HOUSING ASSISTANCE?  YES  NO  
IF NO, HAVE YOU APPLIED?  YES  NO

IF YOU ANSWERED YES TO QUESTION #1 OR #2, YOU ARE NOT ELIGIBLE FOR THIS PROGRAM.

3. ARE YOU ABOUT TO BE EVICTED / DISPLACED FROM YOUR HOUSING?  YES  NO  
IF YES, WHEN: \_\_\_\_\_ \*PROVIDE EVICTION OR NOTICE TO QUIT.

**ELIGIBILITY:** Homeless Prevention may be available to an individual or family who is at risk of homeless, which is defined as an individual or family who meet the following conditions:

1. (i) Has an annual income below 30% of median family income for the area; AND  
(ii) Does not have sufficient resources or support networks immediately available to prevent them from moving to an emergency shelter or another place defined in Category 1 of the “homeless” definition; AND  
(iii) Meets one of the following conditions:
  - (A) Has moved because of economic reasons 2 or more times during the 60 days immediately preceding the application for assistance; OR
  - (B) Is living in the home of another because of economic hardship; OR
  - (C) Has been notified that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance; OR
  - (D) Lives in a hotel or motel and the cost is not paid for by charitable organizations or by Federal, State, or local government programs for low-income individuals; OR
  - (E) Lives in an SRO or efficiency apartment unit in which there reside more than 2 persons or lives in a larger housing unit in which there reside more than one and a half persons per room; OR
  - (F) Is exiting a publicly funded institution or system of care; OR
  - (G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient’s approved Con Plan.
2. A child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute.
3. An unaccompanied youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under section 725(2) of the McKinney-Vento Homeless Assistance Act, and the parent(s) or guardian(s) or that child or youth if living with him or her.

**Homeless Prevention:**

Homeless Prevention may include housing payments paid on behalf of the client for rent, mortgage arrearage for home and trailer owners, security deposit equal to no more than two month’s rent, and /or the standard utility deposit required by the utility company. Homeless prevention funds cannot be used to for late payments or penalty fees.

Clients may be required to participate in budgeting and money management training in an effort to prevent future rental crises. STA Case Manager(s) should guide the client to become self-sufficient and be available to clients for as long as necessary. The maximum amount of assistance the client may receive during a 12 month period is \$1,000 (adult-only households) or \$1,500 (households with children).

**Requirements:**

1. Must have a legally binding, written lease for one year with the landlord, as well as a rental agreement between the owner of property and Servants to All. Payments will be made directly to the landlord or utility company.
2. No rental assistance may be made to an individual or family that is receiving rental assistance from another public source for the same time period.
3. The rent charged for a unit must be Compliance with Fair Market Rents limits and Rent Reasonableness.
4. The rental unit must be compliant with Minimum Habitability Standards.
5. Participants must meet with a case manager at least once a month for the duration of assistance.
6. STA is not responsible for any client damages to a unit/room beyond the normal wear and tear or for any incidents or results of any client behaviors or acts of violence, assault, or undesirable behaviors.
7. When Homeless Prevention funds are used for a security deposit for rent or utilities and, the client later moves elsewhere, the STA program may choose whether to recoup the security deposit or not. STA may allow the client to use the deposit as security for a new apartment.

**APPLICATION CERTIFICATION:** I UNDERSTAND THAT THE ABOVE INFORMATION IS BEING COLLECTED TO DETERMINE IF I/WE ARE ELIGIBLE TO RECEIVE HOMELESS PREVENTION ASSISTANCE. I AUTHORIZE SERVANTS TO ALL TO VERIFY ALL INFORMATION PROVIDED ON THIS APPLICATION.

APPLICANT’S SIGNATURE	DATE
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## APPLICATION FOR HOMELESS PREVENTION

**APPLICANTS NAME:**

**HOUSEHOLD COMPOSITION: (LIST ALL MEMBERS THAT ARE LIVING IN THE HOUSEHOLD.)**

MEMBER'S FULL NAME	RELATIONSHIP	BIRTHDATE	AGE .

**INCOME INFORMATION: WHAT IS THE TOTAL INCOME OF ALL HOUSEHOLD MEMBERS? (INCLUDE WAGES, AND OTHER INCOME SUCH AS ALIMONY, CHILD SUPPORT, UNEMPLOYMENT, SOCIAL SECURITY AND DISABILITY). PROVIDE SUPPORTING DOCUMENTATION.**

MEMBER'S FULL NAME	SOURCE OF INCOME	MONTHLY AMOUNT	WEEKLY OR MONTHLY

**EXPENSES: (LIST EXPENSE INCLUDING RENT, UTILITIES, AND ANY ONGOING EXPENSES). DOCUMENTATION MUST BE PROVIDED FOR VERIFICATION PURPOSES.**

PROVIDER	TYPE OF EXPENSE	MONTHLY COST

