



Summary and Eligibility

Well House is a non profit that provides housing for vulnerable populations experiencing a housing crisis. We give priority to those who cannot access subsidized housing in the community and who have the most barriers to housing. All applicants must identify at least one Support Person who can be called if housing stability is at risk.

Shared Housing - Individuals and families of two can rent a room from Well House for an indefinite amount of time. Individual rooms are on average \$350 per month. The rent amount includes the room, which has a lock on the door, as well as, a portion of gas, water & electric and some furniture. The rest of the home is shared.

Single Family Home - Well House has several single family homes for rent. We accept Housing Choice Vouchers, however a voucher is not required to be eligible.

Eligibility

- Ability to live independently
- Must have a form of income
- Identified Support Person

Procedures

1. All applicants over 18 must complete & sign a Well House Application for Tenancy.
2. All completed and signed supporting documentation must be turned in with application.
3. A criminal background check and credit check will be completed before determining eligibility.

Supporting Documentation Required

- Color copy of photo ID for any occupants over 18
- Copy Social Security card for ALL occupants
- Proof of Income
 - Past 30 days of paycheck stubs from current employer
 - Copy of social security (SSI, SSDI, etc.) benefit letter
 - Copy of past 12 month child support income
 - Any other type of income you receive on a regular basis (unemployment, court ordered income)
- Complete & signed Housing Situation Statement from service provider or community member
- Completed & signed Support Person Authorization Form
- Signed Tenant-Landlord History Form

Categories of Rejection

- Income - A source of income is required to be eligible.
- Credit Report - The credit report is not used to determine eligibility. Applicants eligible for single family homes will be required to provide proof that utilities will be put in their name.
- Rental History - Applicants will be required to provide previous landlord contact information. Rental history and evictions will be evaluated case by case and may result in a denial of application.
- Criminal History - A criminal background check will be completed. Well House will not accept anyone who is on the sex offender registry or anyone with recent felonies involving harming other people or property.



Application for Tenancy

Name: _____ Family Size (including you): _____

Phone Number: _____ Email: _____

Date of Birth: _____ Social Security Number: _____

Are you applying for shared housing or a single family home? Shared Home, Single Family

Housing Status/Current Living Situation: _____

What is your Current or Last Permanent Residence? _____

How long ago? _____ Reason for leaving: lease end, eviction, other

Please Explain: _____

Current/Previous Landlord Name: _____

Phone Number: _____ Email: _____

Source of Income: Yes No Income Source: _____ *Proof of income required*

Income Amount (monthly): _____ Are you Employed? Yes No

Place of Employment: _____ Supervisor's Name: _____

Phone Number: _____ Email: _____

Do you have a criminal history? Yes No If yes, please explain: _____

Are you currently working with any organizations or agencies? Yes No

If yes, name of organization: _____

Support Person/Emergency Contact

Name: _____ Title/Relationship: _____

Phone Number: _____ Email Address: _____

I certify that all the information on this application is accurate and complete to the best of my knowledge. I authorize Well House to do a criminal background and credit check.

Sign Name: _____ Date: _____

Print Name: _____ Witness: _____





SUPPORT PERSON ROLES & RESPONSIBILITIES

Applicants must identify a Support Person to be eligible to live at Well House. The support person will be the main contact for ensuring tenant’s stability and will be contacted in the event that housing is at risk. We have learned through repeated episodes that a reliable & committed Support Person is necessary for some tenants whose housing may be at risk due to lease violations and/or non payment of rent.

Expected Support Person activities include;

- Commitment. A Support Person must be able to commit and follow through when a need arises.
- Regular communication with tenant and Well House staff.
- Connect tenants to outside resources that promote housing stability (rental assistance, mental health services, etc.)
- Conflict resolution between tenants and/or neighbors.
- Helping to find alternative housing when Well House is no longer a proper fit.

The ultimate goal is to keep individuals and families housed successfully. We want to house vulnerable people. Vulnerable people need reliable and consistent support.

Please sign stating you understand the role and expectation of being a Support Person.

Support Person Print Name

Support Person Signature

Date

SUPPORT PERSON AUTHORIZATION

CLIENT/TENANT NAME: _____

The primary Support Person for the client/tenant will be: _____ from (organization)/relationship _____. The Support Person understands that they will be the main contact for ensuring tenant’s stability and will be contacted in the event that housing is at risk.

Support Person’s Emergency Contact Information:

PHONE: _____ EMAIL: _____
ID provided: _____ (attach color copy)

Initial that you understand the terms and conditions:

_____ The client/tenant (named above) understands that living at Well House is their choice and the lease must be followed to maintain housing.

_____ Client/Tenant authorizes Well House to communicate with Support Person and other providers to address client/tenant’s housing stability challenges and needs.

_____ Client/Tenant understands that having a Support Person is required to be housed at Well House. If for some reason you lose your Support Person, a support must be identified.

_____ Support Person acknowledges that client/tenant can live independently.

Tenant signature: _____ Date: _____

