

Dear Applicant:

Thank you for applying to CRC Self-Help for housing. CRC Self-Help was founded in 1984 and provides affordable housing to low income single people. At the present time, we offer primarily shared accommodation in 33 houses located in different areas of the city. All units in our housing portfolio are subsidized units i.e. rent is geared to a person's income. When residents can afford to pay market rent for a unit, they are encouraged to move on to make room for other applicants in need.

Houses have anywhere from four to nine units. Residents have their own private room and share common areas such as the living room, kitchen, bathroom etc. in the house. Rooms are generally equipped with a bed, bar fridge, closet and/or dresser. CRC Self Help employs a Facilitative Management Model that encourages residents to work together to maintain and manage their own house. Residents are encouraged to share the responsibilities for the upkeep of their home, contribute towards a joint house fund to buy commonly used household items, attend monthly house meetings, interview new applicants, discuss house concerns and make decisions on relevant house issues. Residents work closely with a Facilitative Housing Worker who has the over-all responsibility for the house.

Many people find shared housing beneficial because of its communal and socializing aspects, while others may find it difficult to adapt to this type of housing. CRC Self Help works with residents and applicants to find a good fit for everyone involved. Whatever your situation may be, we want to welcome you to our housing. We undertake to work with our residents to make their stay in our housing safe and enjoyable.

You may not be eligible if:

- a. If you owe another non-profit housing provider arrears of rent and/or damages and have not made satisfactory arrangements for repayment.
- b. If you have been convicted of a crime under the Criminal Code or by the Landlord and Tenant Board in relations to the receipt of rent-geared-to-income assistance.

Any misrepresentation of your housing history may lead to action under the Landlord and Tenant Board legislation.

Sincerely,

CRC Self Help Inc.

HOUSING APPLICATION

Please PRINT and fill out all sections of this form. **INCOMPLETE APPLICATIONS MAY NOT BE ACCEPTED**

| | |
|--|---------------------------|
| General Info about our housing: | Office Use Only: |
| <ol style="list-style-type: none"> 1. Shared Accommodation housing 2. Rent is geared to income 3. You get up to three housing unit offers | Application Number: _____ |

| | | | | | | |
|---|-----|---------|-----------------------|---------------|-------------------------------------|------------------------|
| SECTION 1 – APPLICANT INFORMATION | | | | | | |
| First Name: | | | Middle Name/Initials: | | Family (Last) Name: | |
| Date of Birth: | | Gender: | | Birth Place: | | Your Status in Canada? |
| Month | Day | Year | F | M | Other | Cdn. Citizen: _____ |
| | | | | | | Immigrant: _____ |
| Other Info: | | | | | Refugee Claimant: _____ | |
| | | | | | Other: _____ | |
| Primary Phone Number: | | | Alt. Phone Number: | | Social Insurance Number (optional): | |
| | | | | | | |
| In case of Emergency Please Contact (full name) | | | | Phone Number: | | Relationship: |
| | | | | | | |

| | | |
|--|-------------------|-----------------|
| SECTION 2 - PRESENT LIVING ARRANGEMENTS | | |
| Street: _____ Hostel: _____ Friends: _____ Renting: _____ Other: _____ | | |
| Current Address: | | |
| | | |
| Name of Landlord: | Phone Number: | Length of Stay: |
| | | |
| Previous Address: | Name of Landlord: | Phone Number: |
| | | |
| Reason for Leaving: | Length of Stay: | |
| | | |

SECTION 3 – PREVIOUS SOCIAL HOUSING INFORMATION

Have you ever lived in subsidized housing anywhere in Ontario? **Yes** ____ **No** ____

ORGANIZATION:

ADDRESS:

PHONE NUMBER

1. _____

2. _____

3. _____

Did you leave owing rent? **Yes** ____ **No** ____ If Yes, how much \$ _____

NOTE: You **MUST** pay any outstanding rent arrears owing to previous landlords before you will be considered for social housing.

SECTION 4 – TYPE OF HOUSING AND LOCATION

WHAT TYPE OF HOUSE WOULD YOU LIKE TO LIVE IN?

DRY BY PROGRAM: for people who go to AA, NA and have a sponsor, etc. **Yes** ____ **No** ____

DRY BY CHOICE: where there's no alcohol or drug use **Yes** ____ **No** ____

RESPONSIBLY WET: where one can drink in their unit ONLY and not cause problems for others or neighbours
Yes ____ **No** ____

WOMEN'S HOUSE: a house for women only **Yes** ____ **No** ____

WHICH AREA OF THE CITY WOULD YOU PREFER TO LIVE IN?

EAST (between Coxwell and Don River) ____ WEST (between Bathurst and Dufferin) ____

CENTRAL (between the Don River and Bathurst) ____

Does your lifestyle include the use of drugs/moderate alcohol? **Yes:** ____ **No:** ____

If you do not use any longer, how long have you been sober/clean?

Weeks ____, **Months:** ____, **Years:** ____.

Conflicts and disagreements can arise in the house with other tenants – i.e. over noise, not doing required house chores, misuse of guest policy etc. – **How do you handle conflict?**

SECTION 5 – HOUSE, MY HOME

As a tenant, you will share a house with several others, residing in their own leased unit, but sharing bathroom (s), kitchen, living room and basement.

What good qualities would you bring to the house?

How do you view house chores?

On a scale from 1 to 10 (10 excellent) - **How would you grade yourself on cleanliness?** _____

The house fund buys communally used products, toilet paper, lights bulbs, etc. **Will you contribute?** Yes____ No ____

Guests are allowed overnight, **up to three nights per month** only after informing and seeking approval from the tenants? Do you accept this policy? **Yes**_____ **No** _____

Monthly house meetings help tenants communicate. You are required to attend? **Do you accept this requirement?** **Yes**_____ **No** _____

REFERENCES

(social worker, drop-in staff, doctor, nurse, legal counsel, etc.)

| | NAME | RELATIONSHIP | PHONE NUMBER |
|----|-------------|---------------------|---------------------|
| 1. | _____ | _____ | _____ |
| 2. | _____ | _____ | _____ |
| 3. | _____ | _____ | _____ |

SECTION 6 – CONSENT TO RELEASE INFORMATION

I understand that there are laws that allow CRC Self Help Inc. to collect personal information about me.

I understand that CRC Self Help Inc. will use the information I give them to see if I qualify for subsidized housing.

I give CRC Self Help Inc. and other housing and social service providers' permission to check the information I have given them with the person or agency that can confirm the information.

Applicant's Signature: _____ Date: _____

SECTION 7 - DECLARATION

I give my word that everything I have written in this application is correct and complete.

I understand that all information I give to CRC Self Help Inc. will become the property of CRC Self Help.

If something on this application is incorrect or not true, CRC Self Help Inc. or the housing provider may cancel my application; take legal action, or both.

I give my word that I am in Canada legally. Before I can receive housing, I understand that I must pay back or make arrangement to pay any money I owe to any subsidized housing agency.

Applicant's Signature: _____ Date: _____

FOR CRC SELF HELP INC. USE ONLY

INTERVIEW BY: _____ Date: _____

Personal information contained on this form is collected under the authority of the City of Toronto Act, 1997 (No. 2) and the Social Housing Reform Act, S.O. 2000, c.44, s. 62(2) and 68 (2). The information will be used to determine current/ongoing eligibility for rent-geared-to-income assistance, special needs housing, and geared-to-income rent payable and for statistical reporting. Questions about this collection may be directed to the Tenant Services Supervisor.