

# INDEPENDENT LIVING PROGRAM HOUSING ASSISTANCE REQUEST FORM

The ILP program provides housing assistance in monthly increments with a maximum of three month's assistance. We do not automatically process your paperwork and assure payment. You will need to submit a written request with an explanation for every month you require assistance.

**The following paperwork must be submitted with your application:**

- Proof of income (pay stubs, copies of paycheck, financial aid, TANF, etc.) or proof of enrollment in employment program.
- A signed monthly rental agreement.
- If you are asking for reimbursement you must submit receipt of payment.
- All questions need to be answered (Incomplete applications will not be processed!)

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## SECTION 1: GENERAL INFORMATION

Name: \_\_\_\_\_ Date \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

ZIP Code: \_\_\_\_\_ Phone# \_\_\_\_\_ Message#: \_\_\_\_\_

Previous Social Worker/Probation Officer: \_\_\_\_\_ Phone#: \_\_\_\_\_

D.O.B. \_\_\_\_\_ SSN# \_\_\_\_\_ Age \_\_\_\_\_

Ethnicity: \_\_\_\_\_ Primary Language \_\_\_\_\_

Are you married? \_\_\_\_\_ Do you have children? \_\_\_\_\_ If yes, how many? \_\_\_\_\_

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## SECTION 2: EDUCATIONAL INFORMATION

Do you have a high school diploma or equivalent? YES NO

High School graduated from: \_\_\_\_\_ Month/Year \_\_\_\_\_

College or school attending: \_\_\_\_\_ Major \_\_\_\_\_

Date you are expecting to complete your education or training: \_\_\_\_\_

Have you applied for financial aid? \_\_\_\_\_ Has financial aid been approved? \_\_\_\_\_

If so, how much financial aid do you receive per semester? \_\_\_\_\_

Are you registered at the One Stop Center? YES NO

If so, have you ever participated in any program or training \_\_\_\_\_

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### SECTION 3: HOUSING INFORMATION

Housing History: (List the 2 most recent housing arrangements)

From	To	Apartment or Studio	Roommates	Reason for Leaving

Have you ever received assistance from the Independent Living Program? (For housing, school tuition, household items, computer, etc.) \_\_\_\_\_

If you have received housing assistance, for how many months did you receive aid? \_\_\_\_\_

Have you applied for assistance at the Housing Authority?                    YES    NO

Have you ever been evicted from an apartment or studio?                    YES    NO

If so, briefly explain \_\_\_\_\_

Have you ever rented an apartment or studio on your own?                    YES    NO

If so, briefly explain the results: \_\_\_\_\_

Have you ever shared an apartment or studio with a roommate?                    YES    NO

If so, briefly explain the results: \_\_\_\_\_

Will you need assistance in finding affordable housing?                    YES    NO

If so, in what city are you hoping to locate housing? \_\_\_\_\_

Are there any other areas that you would consider? \_\_\_\_\_

What living arrangement are you seeking? (Check the appropriate box)

\_\_\_ With friends    \_\_\_ Apt    \_\_\_ Condo    \_\_\_ House    \_\_\_ Other: \_\_\_\_\_

How will you get to work and/or school? \_\_\_\_\_

If you have already found an apartment or studio, how much is the rent? \_\_\_\_\_

What utilities are included? \_\_\_\_\_

If living with a roommate or roommates, what is your share of the rent? \_\_\_\_\_

If applicable, name of housing complex or business: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone#: \_\_\_\_\_

How will you be paying for the rent after the period of assistance? \_\_\_\_\_

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## SECTION 4: EMPLOYMENT & FINANCIAL INFORMATION

From	To	Employer	Position	Hourly Wage	Reason for Leaving

Are you employed or enrolled in an employment program?                      YES    NO

If currently employed, how many hours do you work per week? \_\_\_\_\_

How much do you earn per month? \_\_\_\_\_ Do you have a car? \_\_\_\_\_

Do you currently have a savings or checking account? \_\_\_\_\_

How much do you currently have saved up in the bank?                      \$ \_\_\_\_\_

List any additional monthly bills: (car payment, cell phone, etc.) \_\_\_\_\_

Do you have any other source of income? If yes, briefly describe: (social security, welfare, financial aid, etc.) \_\_\_\_\_

*I authorize the Imperial Valley Regional Occupational Program to share this information with other county agencies. This information will only be used*

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## YOUTH STATEMENT

Youth statement instructions: Read the following essay guidelines and write a short essay in a separate sheet of paper. Write at least three paragraphs and attach your essay to the completed application. The essay can be handwritten or typed.

1. 1<sup>st</sup> Part-Brief history of yourself and current situation. Mention the reason you are requesting housing assistance.
2. 2<sup>nd</sup> Part- Tell us about yourself. Mention the school you attend, where you work, if involved in any programs and any short-term goals you have (within next year).
3. 3<sup>rd</sup> Part- Tell us about your plans for the future, career interests, educational goals and long-term goals you have (5 or more years from now).
4. Final part-Tell us how you plan on being financially secure after the period of assistance.

**SUBMIT APPLICATION AND REQUESTED DOCUMENTS AS SOON AS POSSIBLE**