

Welcome to the Agape Sisyphus II Housing Project PLEASE READ CAREFULLY - OUR APPLICATION PROCESS HAS CHANGED

Our housing programs provide independent, permanent living environments for homeless individuals and families affected by Substance Use Disorder and other disabilities. These programs house up to 58 individuals and their families.

This cover sheet is designed to guide you through the application process. Please note that submission of this application does guarantee housing or secure a bed. The review and scheduling process typically takes 7 to 10 business days from the date of submission to final review/approval by the housing department.

1. Complete the application

- Provide us with as much detail as possible, make sure to read and answer all questions.
- Ask your Counselor, Advocate or Case Manager for help.
- All Applications must include:
 - A recent (within 30 days) copy of your criminal history
 - A completed Verification of Homelessness filled out by your Counselor, Advocate, Case Manager, Shelter Provider, or other authorized party

2. Return the application

- Mail: Agape Unlimited; 4841 Auto Center Way, Suite 101; Bremerton, WA 98312
- Fax: 360-373-4051 Attn: Housing
- In person: Deliver directly to the Housing Case Manager at Agape Unlimited

3. Check in EVERY Thursday before 5PM**

Applicants are required to check in every Thursday before 5:00pm to remain active on the waitlist.

Check in by:

- Phone: 360-373-1529 ext: 108 leave a detailed message if there is no answer
- Email: ctunison@agapekitsap.org
- In-Person

Key Reminders:

- Submitting an application does not guarantee housing
- All required documentation must be included for processing
- Weekly check-ins are mandatory to maintain your position on the waitlist
- Incomplete applications will not be processed until all materials are received

<u>Attention Counselors, Advocates, Case Managers and Navigators</u>: Third party verification of homelessness and verification of disability is required for approval. Please review and complete the Agency Verification of Homelessness Document included in this packet. Only **one** option should be selected on these forms.

^{**}Note that failure to check in weekly will result in the loss of your position on the wait list.**



Sisyphus II Permanent Supportive Housing Program

HOUSING APPLICATION TRACKING FORM

Appli	cant Information			
Name	9:		Date of Birth	:
Phone	e Number:		Email:	
Applio	cation Processing Steps			
Step	Description	Date		Notes/Staff Initials
1	Application Received			
2	Correction Request Sent			
3	Application is Complete			
4	Added to Waitlist			
5	Approved for Move-in			
6	Deposit Secured			Funder:
7	Treatment Intake Scheduled			Time:
8	Housing Intake Scheduled			Time:
Corre	ctions/Follow-Up Needed			
Descr	ibe any missing documents, sigr	nature issues or	corrections nee	eded to complete the application
Week	ly Check-Ins			
Date:	Da	te:		Date:
Date:	Da	te:		Date:
Date:	Da	te:		Date:
Staff N	Name:			
Date A	Archived:			

Client Name	Date of Birth	Date

Sisyphus II Housing Project Continuum of Care Participation Requirement

Sisyphus II Housing program is for chronically homeless individuals. If you are not homeless or chronically homeless you will not be eligible at this time. We would be happy to provide you with referrals.

Homelessness Definition:

Chronically homeless. (1) An individual who: (i) Is homeless and lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; and (ii) Has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter continuously for at least one year or on at least four separate occasions in the last 3 years; and (iii) Can be diagnosed with one or more of the following conditions: substance use disorder, serious mental illness, developmental disability (as defined in section 102 of the Developmental Disabilities Assistance Bill of Rights Act of 2000 (42 U.S.C. 15002)), post-traumatic stress disorder, cognitive impairments resulting from brain injury, or chronic physical illness or disability; (2) An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in paragraph (1) of this definition, before entering that facility; or (3) A family with an adult head of household (or if there is no adult in the family, a minor head of household) who meets all of the criteria in paragraph (1) of this definition, including a family whose composition has fluctuated while the head of household has been homeless.

Homeless means:

- (1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: (i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; (ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, State, or local government programs for low- income individuals); or (iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;
- (2) An individual or family who will imminently lose their primary nighttime residence, provided that: (i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance; (ii) No subsequent residence has been identified; and (iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing; (To be eligible under this section the applicant must provide an eviction notice for the entire household)
- (3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who: (i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e–2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
- (4) Any individual or family who: (i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; (ii) Has no other residence; and (iii) Lacks the resources or support networks, e.g., family, friends, and faith- based or other social networks, to obtain other permanent housing.

Client Name	Date of Birth	Date

Are you currently homeless? [] Yes [] No Describe what your homelessness looks like (IE: where are you sleeping, bathing, eating, etc.):
Duration of Homelessness: [] 1day
Verification of Homelessness Document included? [] Yes [] No
Are you chronically homeless as defined in the definition above? [] Yes [] No
If you have marked YES to the above question and have your third party verification of homelessness, please continue to fill out your application and submit it to Sisyphus II Housing. If you have marked NO or are awaiting your third party documentation, please contact Sisyphus II Housing manager:
Attn: Housing Case Manager 4841 Auto Center Way Bremerton WA. 98312 360-373-1529 Fax:360-373-4051
Agape Housing Staff Only
Verification that applicant is eligible
3 rd Party Verification submitted: [] Yes [] No
Does applicant meet the definition of chronic homelessness: [] Yes [] No
have reviewed this applicant's documentation and do believe him/her to meet the definition homelessness.
Housing Manager: Housing Case Manager Signature / Print Name

Client Name	Date of Birth	Date

Sisyphus II Housing Project Participant Eligibility Screening

Name:			Todays Date:			
First		Middle	Last			
DOB:/_	/	Age:	Social Secur	ity Number:		
Do you have a n	nailing Addı	ress:				
Phone #: (_)		Can we leave	e a message at th	is number? []] Yes [] No
If you are unabl	e to receive	messages, who	do you designate	as a contact pers	son?	
Name:		Phone	e #: ()	Re	elease signed? [] Yes [] No
Are you a forme	er patient of	f Agape Unlimite	d? [] Yes [] No	If yes, when:		
Are you a forme	er resident o	of Sisyphus II Hou	using Project?[]	Yes[]No If yes,	, when:	
Race:	[] Cauca	sian [] Africa	n American [] Asian/Pacific Isl	ander [] Na	ative American
Marital Status:	[] Single	[] Marri	ied [] Divord	ced []Widow	[] Se	parated
Veteran: [] Ye	s []No	Gender: [] M	ale [] Female	Ethnicity: [] H	lispanic [] No	on-Hispanic
For Sponsor Ap	plicants:					
Name of Child		DOB/Age	Relation	Child will be resident	Pending Reunification	Child will not live in unit
Are you pregna	nt at this tir	ne? [] Yes [] I	No If yes, estima	ated Delivery Dat	e:/	/
			No If yes, Count			
Case Worker: _				Phone #:	()	
Do you have sch	neduled visi	ts with a non-cus	stodial parent: [] Yes [] No		
Joint custody? [] Yes [] N	o If yes, please	explain:			
			,			
			ne court? [] Yes			

Client Name	Date of Birth	Date

Do any of your cl	nildren have	any physical, emot	ional, developmenta	l or behavioral problems?
[] Yes [] No	If yes, exp	lain:		
	ability to live	independently; and alco		be of long-continued and indefinite addiction, ch a nature that the disability could be
Do you have a di	sability? [] Yes [] No		
	ependent [s (Mental H	ealth & Chemical D	ependency)	
Are you currently	on any me	dications?		
1		for:	3	for:
2		for:	4	for:
Are you currently	under a ph	ysician's care: []	Yes [] No	
Physician Name:		[]PCH[]C)ther:	Date of last Physical://
				rom attending supportive services explain:
Release needed?	[] Yes [] No		
Diabetes: [] Ye Hepatitis: [] Yes	s [] No [] No		s: [] Yes [] No ms: [] Yes [] No	Heart Disease: [] Yes [] No Respiratory Problems: [] Yes [] No High Blood Pressure: [] Yes [] No
Have you been d	iagnosed wi	th a Traumatic Brai	n Injury? [] Yes [] N	lo If yes, when:
Have you been d	iagnosed wi	th Fetal Alcohol Syr	ndrome?[]Yes []	No
Dyslexia/Learning	g Disability?	[]Yes [] No		
	mined to be ual income l ual income l ual income l	ess than \$28,650 ess than \$32,750 ess than \$40,950] Yes [] No income meets the fo	llowing criteria:

Cash Benefits: [] SSI []	g income or benefits from t ABD []TANF []Pell (od []WIC []PCAF	Grant				
Other Child Support \$						
Occupation:	occupation: Date of last Employment:/					
Total Monthly Income \$		Current through	(Date):/			
		Diploma or GED?				
		ees obtained:				
Treatment History:	_					
Agency and Location	Dates of Service	Completed Y or N	Length of Abstinence			
[] Mental Health Outpation	ent [] Alcohol & other Dr	ncy Shelter [] Psychiatri rug Programs [] Other Soc	ial Service [] Police			
Are you currently in treatr	nent?[]Yes []No	If yes: [] Inpatient []	Outpatient			
Agency:						
Admission Date:/		Scheduled Discharg	ge Date://			
Counselor Name:		Phone Number: ()			
Release Signed: [] Yes [] No					
When was the last time yo	When was the last time you used:/ Did you participate in Detox? [] Yes [] No					
Vas your treatment court ordered? [] Yes [] No County:						
On a scale of 1-10, (where	1 is not all confident and 1	0 is very confident) how co	nfident are you that you			
		of recovery?				
Tell us how you feel about	your recovery (please cont	inue on the back of this pag	ge if needed):			

Client Name

Date of Birth

Date

Client Name	Date of Birth	Date

Mental Health Screening

	wichtar freatth Screening					
1.	i i i i i i i i i i i i i i i i i i i					
2.	How long have you been taking this medication?					
3.	Was the medication prescribed by a licensed clinician?					
	Need release (if applicable) from:	ROI//				
4.	Have you ever spent time in an inpatient mental health facility?	[]Yes []No				
	If yes, where: Reason:					
5.	Have you ever had a psychiatric evaluation?	[]Yes []No				
	If yes, where: Reason:					
6.	Have you had any prior mental health counseling?	[]Yes []No				
	If yes, where: Reason:					
7.	What is the longest period of abstinence you have obtained?					
8.	During this clean time did you struggle with depression?	[]Yes []No				
9.	Did you ever hear or see things that were not there while you were sober?	[]Yes []No				
10.	Has anyone ever told you that they were worried about your mental health?	[]Yes []No				
11.	Have you ever felt concerned about your own mental health?	[]Yes []No				
12.	Has anyone in your family suffered from mental health issues such as chronic depression, bi- polar disorder, schizophrenia, other): Please List:	[]Yes []No				
13.	Has anyone in your biological family ever been on medications for mental health illness?	[]Yes []No				
14.	Have you ever been diagnosed with a mental health condition?					
	If yes, what was the diagnosis?	[]Yes []No				
Suici	de/Self Harm Risk Assessment: Have you ever tried to commit suicide? [] Yes [] No					
If yes	s, when? What were the circumstances?					
Are y	ou currently having any thoughts about committing suicide? [] Yes [] No					
If yes	s, do you have a plan? [] Yes [] No If yes, has safety plan been initiated? [] Yes	5 []No				
Do y	ou have a history of self-harm (i.e. cutting, risky behavior)? [] Yes [] No					
Do y	ou have any plans to harm yourself or anyone else? []Yes []No					
Lega	History: Do you have any current or pending legal obligations?] No				
Do y	ou have any current warrants? [] Yes [] No					
Prese	ently on Probation or Parole? [] Yes [] No Less than 3 jail sentences: [] Yes [] No				
More	e than 3 Jail sentences: [] Yes [] No Sexual Assault: [] Yes [] No				
Dom	Domestic Violence: [] Yes [] No Restraining/Protection orders: [] Yes [] No					
Probation Officer: Name: Phone:						
	ase of Information signed? [] Yes [] No					
Arres	sts: rime unknown [] Criminal Trespass [] Domestic Violence [] Driving under the influe	nce [] Fraud				
[] D	[] Drug possession [] Drug Trafficking or Manufacturing [] Violent Crime [] Embezzlement [] Theft					
[] Pr	[] Property Crime [] Malicious Mischief/Disorderly Conduct [] ID Theft [] Forgery					
How	How many times in the last 90 days have you been arrested?					

Client Name	Date of Birth	Date

How many times have you ever been charged with the form Reckless burning: Contempt of Court: Homicide: Kidnapping: Prostitution: Shoplifting: Weapons Offense: Provent have a history of violent behavior? If I was I I w		Drug related Violence: Sexual Offence:	Forgery: Robbery:
	ı have a history of violent behavior? [] Yes [] No	if Yes, explain:	
[] Chil	t legal involvement: (Check all that apply) d Custody issues [] Convicted awaiting sentence	[] Awaiting Charges [] CPS Court involvement	[] Awaiting Trial [] On Probation
Substa 1)	nce Abuse Questionnaire: At the time of your active addiction, which of the limitations (mark "Yes" for areas of your life active addiction): a. Self-Care (hygiene): b. Ability to shop: c. Manage or budget money: d. Walking or standing (mobility): e. Maintain a home (household chores): f. Drive a vehicle:	which you were NOT able to I [] Yes [] No	e did you neglect or maintain during your
2)	At the time of your active addiction, have you leability to pay for housing, food or bills? If yes, number of jobs lost:	[]Yes[]No	
3)	Why (check all that apply): [] Quit [] Fire Do you have any physical limitations which prevyour acts of daily living? a. If yes, please explain:	vent you from being able to	adequately perform
4)	Would housing services substantially increase yo your ability to live independently?	ur ability to maintain abstine [] Yes [] No	nce and/or improve

We strive to maintain a clean, safe and allergen-reduced environment for all residents. As such, this program has a **no pets policy**.

Service and Support Animals

We recognize and comply with all federal, state, and local laws regarding individuals with disabilities.

Client Name	Date of Birth	Date

Agency Verification of Homelessness

MUST BE COMPLETED WITH HOUSING APPLICATION

FROM:		TO:
Agency:		Agape Unlimited Sisyphus II Housing Program
Address:		4841 Auto Center Way, STE 101
City:		Bremerton, WA 98312
St:	Zip:	P 360-373-1529 F 360-373-4051
Phone:	Fax:	F 300-373-1329 F 300-373-4031
Thone.	rax.	
RE: Verification of Homelessness	for Prospective Residen	t of the Sisyphus II Housing Program
Name of Homeless Individual:		<u> </u>
homeless as described below. C	Choose a category that g knowledge of the abo	ONLY when he/she meets one of the categories of best describes the Homeless Individual's situation. ove named individual and can verify that they are gories.
*To avoid delays in application p	processing: Select only C	NE numbered item below, then mark a single "X" in
the applicable	box that accurately de	scribes the person listed above.**
are currently staying: (Ch [] In a public or private place for human beings, included campground; OR [] In a supervised publicly of arrangements including to by charitable organization individuals as of this date [] Is exiting an institution w	neck only ONE box that be not designed for or ording a car, park, abandoned or privately operated shelter congregate shelters, transiting or by federal, state, or lee:	and adequate nighttime residence, meaning they best describes the current living situation) harily used as a regular sleeping accommodation building, bus or train station, airport, or or designated to provide temporary living cional housing, and hotels and motels paid for ocal government programs for low-income ; OR 90 days or less and who resided in an emergency mediately before entering that institution
 Is fleeing, or is attempting other dangerous or life-the family member, including nighttime residence or have residence; AND Has no other residence; 	g to flee, domestic violence hreatening conditions that g a child, that has either tak as made the individual afra AND pport networks (family, frie	by MUST be checked to qualify) e, dating violence, sexual assault, stalking, or relate to violence against the individual or a seen place within the individuals primary id to return to their primary nighttime ends, and faith-based or other social
Please contact me if I may be of f	urther assistance at:	(
Signature of Agency Representative		Title
Printed Name		 Date

This "AGENCY VERIFICATION OF HOMELESSNESS FORM" MUST be filed with EACH Sisyphus II Housing Program $\ensuremath{\mathbf{APPLICATION}}$ and be available for review by the U.S. Department of Housing, Urban Development and Agape Unlimited.

Client Name	Date of Birth	Date

Self-Disclosure Verification of Homelessness

MUST BE COMPLETED WITH HOUSING APPLICATION

Date: _	Name:
describ	ned by HUD, a person is considered homeless <u>ONLY</u> when he/she meets one of the categories of homeless as ed below. Choose one of the categories that best describes the Homeless Individual's situation. rrently homeless because:
	*To avoid delays in application processing: Select only ONE numbered item below, then mark a single "X" in the applicable box that accurately describes the person listed above. **
1.	[] I lack a fixed, regular, and adequate nighttime residence, meaning I am currently staying: (Check only ONE box that best describes your current living situation)
	[] In a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; OR
	 [] In a supervised publicly or privately operated shelter designated to provide temporary living arrangements including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals as of this date:; OR [] Is exiting an institution where I resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution
2.	[] I am currently: (ALL boxes below MUST be checked to qualify) [] Fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's primary nighttime residence or has made the individual afraid to return to their primary nighttime residence; AND [] Have no other residence; AND [] Lack the resources or support networks (family, friends, and faith-based or other social networks) to obtain other permanent housing
Please of to the re	lescribe what your homelessness looks like (IE: Where did you sleep last night, or the night prior to admission esidential facility where you are now?):
I certify	that I am homeless and in need of homeless services.
Signature	of Homeless Individual Date Print Name

This "SELF-DISCLOSURE VERIFICATION OF HOMELESSNESS" MUST be filed with EACH Sisyphus II Housing Program APPLICATION and be available for review by the U.S. Department of Housing, Urban Development and Agape Unlimited.

CONSENT FOR RELEASE OF CONFIDENTIAL INFORMATION



Ι,					
First		Middle		Last	
Authorize Ag	ape' Unlimited t	o: [x] Disclose to			
Emergenc	y Contact:	[]			
Name, addre	ess and phone #	of person or orga	anizati	on to which disclosure is b	eing made
The following Personal ide collect my t	g information (N entifying inform hings due to ak	ature of informa nation, pick up oort, abandonm	tion, a perso ient, d	as limited as possible): nal belongings in the even disappearance, incarcera	ent I am unable to pack and tion, termination or eviction
The purpose	of the disclosure	e authorized here	ein is t	the belongings. to (Be specific as possible): gs from Housing.	
Confidentiality Accountability unless otherwing references to a mental health except to the esubsequent distrisk. I understare services ne	of Substance Use Act of 1996 ("HIP ise provided for in diagnosis, testing, services, substance extent that action sclosure to effect and that I do not le ecessary to create	e Disorder Patient AA"), 45 C.F.R. Pts the regulations. and/or treatment use disorder ser has been taken in payment. Unauth	Records. 160 & This Distriction of the Control of t	& 164 and cannot be disclosed sclosure Authorization is spector municable diseases, included also understand that I may be on it, including provision or redisclosure by recipient is plation in order to receive health for disclosure to the recipies.	regulations governing ealth Insurance Portability and divithout my written consent cifically intended to include any ling sexually transmitted diseases revoke this consent at any time of health care services requiring rohibited, but may be a potential th care benefits except for health nt identified in this authorization.
		two years	from	date signed	
Specification	of the date, eve			hich this consent expires	
The informati	ion may be relea	ised in the follov	ving fo	orms:	
[x] Written	[x] Verbal	[x] Audio		Electronically (email/fax)	[] Other
Patient Signa	ture	Da	 ate	Witness Signature	Date



CONSENT FOR RELEASE OF CONFIDENTIAL INFORMATION

l,		
First Name	Middle Name	Last Name
Authorize Agape' Unlimited to:	[x] Disclose to: [x] Obtain From:	
Housing Solutions Center 1201 Pa Phone: (360) 473-2035 Fax: (360)	rk Avenue Bremerton, WA 98337 792-8708	
Name, ad	dress and phone # of person or organization to	which disclosure is being made
The following information: (keep	nature of information as limited as po	ssible)
Personal identifying information, diagnosis.	housing status and compliance, rental	amount and payments, treatment status, and
The purpose if the disclosure aut	horized herein is to: (be specific as pos	ssible)
Collaboration for rental assistance	2.	
Substance Use Disorder Patient I 1996 ("HIPAA"), 45 C.F. R. Pts. 16 for in the regulations. This Disclos and/or treatments for communic use disorder services. I also undbeen taken in reliance on it, ir payment. Unauthorized redisclohave to sign this authorization in	Records, 42 CFR, Part 2, and the Heal 0 & 164 and cannot be disclosed with sure Authorization is specifically intendable diseases, including sexually transferstand that I may revoke this consensated provision of health care serminated by recipient is prohibited, but may order to receive health care benefits expressions.	ler federal regulations governing Confidentiality of th Insurance Portability and Accountability Act of out my written consent unless otherwise provided ded to include any references to diagnosis, testing, mitted diseases, mental health services, substance t at any time except to the extent that action has rvices requiring, subsequent disclosure of effect ay be a potential risk. I understand that I do not except for health care services necessary to create his authorization. In any event, this authorization
Spe	cification of the date, event or condition upon w	hich this consent expires
The information may be released	in the following forms:	
[x] Written [x] Verbal	[x] Audio [x] Electronically (email/	fax) [] Other
	Patient Signature	Date
	Witness Signature	Date