



MARGUERITE'S PLACE SUPPORTIVE HOUSING APPLICATION PACKAGE

Marguerite's Place Supportive Housing Program is a 3-year transitional supported living program delivered from a housing-first approach, within a safe and secure environment. It is operated by the St. John's Status of Women Council.

Residents are supported by an on-site social worker and a team of trained housing support staff. Residents are provided individualized support planning, ongoing programming opportunities and 24-hour on-site support and crisis management. We assist individuals who have been chronically underserved by the system to identify and overcome barriers that have prevented them from successfully maintaining safe housing and independence in the community. This is achieved through consistent development of Individualized Support Plans which allow individuals to identify needs, strengths and actions to achieve specific goals.

Marguerite's Place is a residential program designed to assist women facing barriers to housing stability to develop essential life skills necessary to live independently in the community. Outreach support is offered to individuals transitioning from the program.

We are accepting applications for one of our eight supportive housing bachelorette units located above the Women's Centre at 170 Cashin Avenue Ext. Eligible applicants must:

- Be unaccompanied and **over the age of 30**
- Face significant barriers to successful independent housing
- Agree to participate in programs to address personal growth identified through goal planning sessions
- Participate in communal living environment and attend weekly meetings
- Agree to commit to at least one year in the program
- have income less than the Low Income Cut Off (LICO) standards set by Statistics Canada (In 2020, the 12-month LICO amount for a single person is \$25,921.)

The following package outlines our selection process. It is important that applicants review this document before proceeding.

If you have any questions or concerns on the following information, please contact Nikki, acting Program Coordinator at Marguerite's Place (709-753-0220).

Sincerely,

Marguerite's Place Team



Candidate Selection Process

All aspects of the candidate selection process will be guided by two essential principles: **resident participation and communal living**.

- 1) **Participation:** Programming is an integral part of what Marguerite's Place Supportive Housing Program offers to its residents. There will be a continuum of support and programs that will provide residents with many opportunities to develop and utilize new skills. It is essential that successful candidates demonstrate an interest, a capacity, and a willingness to participate in programming, and especially individual support planning. Lack of participation in the program can affect residents' length of stay at Marguerite's Place.
- 2) **Communal Living:** Developing a harmonious community is essential to foster an atmosphere of care, support, and respect between residents, staff, and volunteers. In order to create such a community, we will consider group dynamics, as well as assessment of a resident's suitability for communal living.
- 3) **Accessibility:** All in-house programs are wheelchair accessible. Wherever possible, other accessible services will be provided.
- 4) **Home Care Requirements:** Marguerite's Place is not equipped to provide individuals with medical, palliative, or home care of our residents. Women who require such supports must have these resources arranged through other means before they move to Marguerite's Place. Candidates must be able to live independently and maintain their own living space through pre-arranged home care if required.

Application Process

Marguerite's Place Supportive Housing applications may be obtained online at our website (<https://sjwomenscentre.ca/programs/marguerites-place/>) or from staff at Marguerite's Place. The application process involves submission of an application, followed by an in-person interview with the Resident Selection Team. A support person may also accompany applicants during this process. The application package and supporting documents may be submitted via e-mail or in person at the St. John's Status of Women Council located at 170 Cashin Avenue Extension.

Women may enter the application process independently. A friend or family member may also assist in the referral/application process. If a referring agency is involved it is expected that they will be active partners with candidates throughout the application process and during residency where possible. Referring agencies include (but are not limited to):

- Community Groups
- Government Agencies
- Provincial Organizations



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Referring agencies are expected to:

- Become familiar with admissions criteria and application process
- Involve the candidate in the application process
- Offer support to candidates during the application process and residency

Self-Disclosure & Openness

Understanding the experiences and needs of women entering Marguerite's Place Supportive Housing Program is crucial to successful housing. We require truthfulness and openness throughout the application process. We prioritize housing women who have criminal justice involvement, mental health challenges, histories of substance use and who have experienced trauma. Disclosure of any of the above is certainly not mandatory but will help in prioritizing based on need in the selection process. Letters of support from individuals and/or the community can also be included with an application.

Letters of support are intended to provide insight into the candidate's suitability and need for the program, as well as her ability to contribute to and benefit from the Marguerite's Place community and supportive living program. Letter of support should include:

- A clear description of the referring agency's relationship with a candidate indicating how long has the agency been working with the candidate and in what capacity
- A description of the supports that the referring agency will be able to offer the candidate while she is living at Marguerite's Place
- An outline of how the candidate meets the required selection criteria for residency at Marguerite's Place
- Acknowledgement of ongoing or past addictions, mental health, aggression and trauma experiences, etc. (with participant consent only)
- The ways in which the candidate hopes to benefit from Marguerite's Place Supportive Housing Program.

Please forward applications to nikki@sjwomenscentre.ca
For further information or inquiries, please contact Nikki at 753-0220.



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MARGUERITE'S PLACE SUPPORTIVE HOUSING PROGRAM APPLICATION FORM

1. Name: _____

2. Date of Birth: ____/____/____

Day Month Year

3. Contact Information:

Street Address: _____

City/Town: _____

Province: _____

Postal Code: _____

Phone Number: _____

4. Dependants

Do you have any dependent children? Yes No

If 'yes', please provide details below.

5. Housing Issues

Why are you interested in the Marguerite's Place Housing Program?



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Describe your current housing situation:

What have been your barriers to housing stability?

Have you ever been evicted? Yes / No

Describe circumstances:

6. Addictions

Has drug or alcohol use caused you or others concerns? Please describe frequency of use and drug (s) of choice. _____

Have you in the past or are you receiving any treatment for your addictions? Please explain.



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7. Mental Health:

Have you been diagnosed with a mental health condition? Please provide details:

Do you agree with that diagnosis? Why or why not?

What kind of symptoms do you experience around your mental health concerns?

Are you under the care of a psychiatrist? Yes / No

Are you taking medications as prescribed? Yes / No Please list medications below.

8. Health: Are you living with any chronic health conditions? Please describe:

Are you on any medications for these conditions? Yes / No

Describe: _____



Do you require in-home nursing care, home support, or personal care to complete activities of daily living? If yes, please describe and indicate whether these supports are in place _____

Do you have a family doctor?

9. Violence

Have you ever been violent – Towards other people? YES NO
 - Towards property? YES NO
 - Within the past year? YES NO

If yes, please tell us what situation led you to become violent?

Have you ever experienced violence that you would like to disclose as relevant to your housing?

10. Do you have a criminal record YES NO
 Do you have any outstanding charges YES NO
 Are you under court ordered supervision YES NO

Please provide details that might be relevant to your housing:

11. Allergies: Please list all known allergies.



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12. Social Supports: Please identify any social (family, friend, etc.) and professional supports you are currently associated with. Who is in your circle of care?

13. Monthly Income \$ _____

Please describe your monthly sources of income (employment, government supports, etc.) and attach proof of income with this application.

12. Additional Information

Is there any additional information you would like to provide as your application is being considered for Marguerite's Place Supportive Housing Program?

13. Statement of Consent

I _____ (candidate), give consent to the Selection Team of Marguerite's Place to perform a criminal background check for the purposes of processing this application for residency at Marguerite's Place.

Signature: _____ Date _____

14. Statement of Participation



I _____ (candidate), with the support of
_____ (name of individual or referring agency, if applicable) was
actively involved and consulted throughout this application process.

Signature: _____ Date _____

15. Application Checklist

Please include the following with your completed application form:

- Completed application form (pages 4-7 of this application package)
- Proof of source(s) of income
- Letters of support (if applicable)
- Option 'C' income form (can be obtained from Canada Revenue Agency)

16. Important Application & Assessment Details

The Housing Program Social Worker can be contacted with any admissions/application enquiries. Please note:

- Applications must be addressed to the Social Worker and include a return address
- All candidates will be notified if they are invited to continue in the application process
- All candidates will be contacted with a decision once they have been assessed at the secondary screening level
- Applications will be kept for one year after receipt; applicants are responsible to provide updates to their contact information during this time
- Applications can be submitted via e-mail, fax or in person to the St John's Status of Women's Council at the address below:

Attn: Nikki
Nikki@sjwomenscentre.ca
Marguerite's Place Housing Program
St. John's Status of Women Council
170 Cashin Avenue Ext
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Fax: (709) 753-3817