



SAINT LOUISE HOUSE

Build. Believe. Become.

Saint Louise House

We invite single mothers facing housing instability who are ready to set goals and put in the work to achieve long-term stability to apply for our program. At Saint Louise House, moms will work with an Empowerment Partner through weekly case management to reach the goals they set for themselves. The goals are centered around education, employment, parenting, legal matters, finances, and health that will help them work toward permanent housing and economic stability. Saint Louise House offers stable housing to families who join the program.

We are not an emergency shelter and typically have a waiting list.

Copies of the following documents will be requested when we reach the applicant's name on the waitlist:

- Proof of Income
- Proof of Enrollment in School (if applicable)
- Valid Photo ID (Driver's License, State Identification, Passport)
- Birth Certificates
- Social Security Cards for mother and children (if applicable)
- Immunization records for each child (immunizations are required unless there is a documented medical need for a delayed or restricted vaccination schedule)

After the initial interview, applicants being considered for a second and final interview will be required to complete:

- Criminal Background check
- Observed drug test

Applicants invited to join the Saint Louise House program will be required to complete the following before moving into an apartment:

- Sign a month-to-month lease (previous rental debt and evictions will not affect eligibility)
- Pay \$100 security deposit and first month's rent at lease signing
- Provide verification of Austin Energy electric service established in applicant's name

Application Submission Instructions

Please complete this application and send it to:

admissions@saintlouiseshouse.org

Or to: Saint Louise House P.O. Box 150637 Austin, TX 78715

For more information text 512-346-2248 to schedule a phone call.

Please answer the following questions about eligibility:

Are you a single mom over the age of 18 currently experiencing housing instability? Yes No

Do you have custody of at least one child? Yes No

How many children will be living with you? 1-4 5+

We are unable to accommodate families with more than 4 children.

Are any of the children who will be living with you in High School (9th – 12th grade)? Yes No

We are unable to accept families with children who have already entered high school.

Are you able and willing to work full-time OR attend school full-time and work part-time? Yes No

Are you able and willing to participate in weekly case management? Yes No

Are you willing to complete a background check and a drug test? Yes No

Are you able to establish utilities through Austin Energy in your name? Yes No

If offered a spot at Saint Louise House, applicants will be asked to sign a Program Agreement and Lease that include the following Housing Guidelines:

- Only individuals on the lease can live in the apartment.
- Visitors outside of visiting hours are not allowed.
- Visitors must be always accompanied by clients.
- No drugs or alcohol allowed on property.
- No smoking is allowed on property.
- Pets are not allowed on property.

Are you able and willing to follow the Housing Guidelines listed above? Yes No

Referral Information

What agency or person referred you to Saint Louise House?

If it was an agency, who is your contact person there?

What is their phone number?

How long have you received services from this agency?

Application

Personal Information

First Name

Last Name

Date:

Preferred Name/Nickname:

SSN - -

Date of Birth

Age

Contact Number

E-mail Address

What is your primary language?

Ethnicity Hispanic or Latino Non-Hispanic or Non-Latino

Race (check all that apply)

American Indian or Alaskan Native

Asian

Black or African American

Native Hawaiian or Other Pacific Islander

White

Other _____

What do you hope to accomplish by being in a program like Saint Louise House?

Children Information (Limit: 4 Children)Are you currently pregnant? Yes No I don't know

If yes, when is your due date?

Child 1

Name

Age

Preferred Name/Nickname:

Gender: Male Female Non-Binary

Social Security Number - -

Date of Birth

Ethnicity Hispanic or Latino Non-Hispanic or Non-Latino

Race (check all that apply)

 American Indian or Alaskan Native Asian Black or African American Native Hawaiian or Other Pacific Islander White Other _____Will this child be living with you? Yes No UnsureDo you have legal custody of this child? Yes No UnsureDoes this child have consistent childcare? Yes No If yes, where?(If school, which school?)**Child 2**

Name

Age

Preferred Name/Nickname:

Gender: Male Female Non-Binary

Social Security Number - -

Date of Birth

Ethnicity Hispanic or Latino Non-Hispanic or Non-Latino

Race (check all that apply)

 American Indian or Alaskan Native Asian Black or African American Native Hawaiian or Other Pacific Islander White Other _____Will this child be living with you? Yes No UnsureDo you have legal custody of this child? Yes No UnsureDoes this child have consistent childcare? Yes No If yes, where?(If a school, which school?)

Child 3

Name

Age

Preferred Name/Nickname:

Gender: Male Female Non-Binary

Social Security Number - -

Date of Birth

Ethnicity Hispanic or Latino Non-Hispanic or Non-Latino

Race (check all that apply)

 American Indian or Alaskan Native Asian Black or African American Native Hawaiian or Other Pacific Islander White Other _____Will this child be living with you? Yes No UnsureDo you have legal custody of this child? Yes No UnsureDoes this child have consistent childcare? Yes No If yes, where?(If a school, which school?)**Child 4**

Name

Age

Preferred Name/Nickname:

Gender: Male Female Non-Binary

Social Security Number - -

Date of Birth

Ethnicity Hispanic or Latino Non-Hispanic or Non-Latino

Race (check all that apply)

 American Indian or Alaskan Native Asian Black or African American Native Hawaiian or Other Pacific Islander White Other _____Will this child be living with you? Yes No UnsureDo you have legal custody of this child? Yes No UnsureDoes this child have consistent childcare? Yes No If yes, where?(If a school, which school?)

Education

Please check the highest level of education you have completed.

High school diploma Did not complete high school

GED Some college Name of School & Field of Study:

Vocational school Name of School & Field of Study:

College degree Name of School & Field of Study:

Are you currently in a school or training program? Yes No

If yes, what is the Name of School & Field of Study?

Employment

Are you currently employed? Yes No

If not employed, what are the barriers to finding and maintaining employment? (Check all that apply.)

Transportation Childcare No resume Physical health/Mental health
 No work history Criminal history Education Immigration status
 History of drug/alcohol abuse Other _____

Current or Most Recent Employer:

Employer: Position: City, State

When did you start this job? Full-Time Part-Time

When & Why did you leave this job?

Previous Job 1

Employer: Position: City, State

When did you start this job? Full-Time Part-Time

When & Why did you leave this job?

Housing

What is your current living situation?

Place/Address:

When did you move in? How much is the rent? Who pays the rent?

Do you have a lease? Yes No If yes, who is on the lease?

Prior Living Situation 1

Place/Address

When did you move in?

When did you move out?

Who was on the lease?

How much was the rent?

Who paid the rent?

Why did you leave?

Have you ever been evicted? Yes No I don't knowDo you have any rental debt? Yes No I don't know

Please list any other housing programs you have applied for and status:

Are you on the Housing Authority of the City of Austin (HACA) public housing wait list? Yes No

If yes, then what number are you on the wait list?

Do you have a housing voucher? Yes No

Are you on any Section 8 wait lists? If so, which ones?

Legal

Do you have any current/pending legal issues (i.e., divorce, child custody, child support, probation, etc.)?

 Yes No I don't knowAre you currently involved with Child Protective Services? Yes No I don't knowHave you ever been arrested? Yes No I don't knowAre there any warrants out for your arrest? Yes No I don't knowHave you ever been convicted of a misdemeanor? Yes No I don't knowHave you ever been convicted of a felony? Yes No I don't knowAre you on probation? Yes No I don't knowAre you on parole? Yes No I don't know

Have any of your children living with you been arrested or convicted of a crime?

 Yes No I don't know

Substance Use History

Do you have a history of using drugs or alcohol? Yes No

Have you ever received treatment for drug use? Yes No Currently receiving treatment

Estimated date of last drug use:

We are unable to accommodate applicants who have experienced less than 6 months of sobriety.

Emergency Contact

Emergency Contact Name:

Phone Number:

Emergency Contact Relationship to You:

Benefits and Other Income

Do you receive Child Support?

Yes No

Do you receive benefits? (check all that apply)

SNAP WIC TANF SSI/SSDI Other:

If you do not receive benefits, would you like to meet with our staff to apply? Yes No

What type of healthcare coverage do you have? (check all that apply)

None MAP Medicaid CHIP Private Insurance Other:

What type of healthcare coverage do your children have? (check all that apply)

MAP Medicaid CHIP Private Insurance Other:

Children do not have health care coverage

Which Medicaid provider?

Dell Children's Health Plan Superior Blue Cross Blue Shield Other: Unsure

What is your primary form of transportation? (Car, Bus, Uber, Friend/Family, etc.)

Submission Acknowledgment

I understand that after I submit my application, I will set up a meeting with Saint Louise House staff to review my responses and talk about the application and waitlist process. Yes

I understand that I will have to check in with Saint Louise House every month to maintain my spot on the waitlist. If I do not maintain monthly contact with Saint Louise House, I will be forfeiting my place on the waitlist and will be required to re-apply. Yes

The information contained in this application is correct to the best of my knowledge.

Applicant: _____ **Date:** ____/____/____

Reviewed by: _____ **Date:** ____/____/____

(SLH Staff signature)

Saint Louise House and the City of Austin/Austin Housing Finance Corporation do not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs and activities. Dolores Gonzalez has been designated as the City's Section 504/ADA Coordinator. If you have any questions or complaints regarding your Section 504/ADA rights, please call her at 974-3256 (voice) or 974-2445 (TTY).

Saint Louise House and the City of Austin/Austin Housing Finance Corporation are committed to compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, as amended. Reasonable modifications and equal access to communications will be provided upon request. Please call 472-6882 (voice) or Relay Texas at 1-800-735-2989 (TDD) for assistance.

This publication is available in alternative formats. Please call 974-3110 (voice) or 974-3102 (TDD) for assistance.

