

Placeholder Village Application & Screening Process - DRAFT

Accessibility Note: All documents intended for Village residents should be written in plain language. Information needed for this screening should be obtained orally from prospective residents by the Placeholder Village Intake Team.

Part I: Screening

1. Name used on your government documents
2. Preferred Name
3. Phone
4. Email
5. Emergency Contact(s)
6. Are you actively seeking permanent housing right now?
7. Are you and/or do you identify as a woman?
8. Are you 25 or older?
9. Are you willing to participate in training about Placeholder Village's non-discrimination policy?
10. Are you willing to participate in training in conflict resolution?
11. New residents must agree to a criminal background check. Criminal history, if any, will be evaluated on a case-by-case basis.
12. Would you agree to a private medical assessment conducted by a nurse or doctor?
13. Do you have any allergies?
14. Are you currently seeing a caseworker?
15. Would you like help in finding a counselor, therapist, or caseworker to see?
16. Would you like help in applying for food, health, and housing benefits?
17. Do you agree to follow the Community Agreements?
18. Do you agree to participate in weekly General Assembly meetings?
19. Do you agree to participate in ten hours of service to the Village or neighborhood every week?

Part II - Vulnerability Assessment Tool

All applicants who are successfully screened in Part I will be interviewed using a Vulnerability Assessment Tool. Underlying the Vulnerability Assessment tool are ten separate domains that interviewers use to measure individual vulnerability. The domains are as follows: 1. Survival Skills 2. Basic Needs 3. Indicated Mortality Risks 4. Medical Risks 5. Organization/Orientation 6. Mental Health 7. Substance Use 8. Communication 9. Social Behaviors 10. Homelessness

The numerical score that is applied to each domain provides a way to rank an individual's vulnerability when compared to other individuals who have been interviewed and assessed. Individuals experiencing homelessness have been assessed, those with the highest scores are

considered to be at highest risk and can be prioritized for services. To foster mentorship and self-sufficiency, the Advisory Board will seek to ensure that the population of Placeholder Village is a mix of more and less vulnerable individuals.

Part III: Village Intake Packet

- “Welcome to Placeholder Village” letter
- Contact information for staff & Advisory Board
- Community Agreements
- Personal skills, interests, and resources inventory (to be completed with staff)
- Community resources inventory (to be completed with staff)
- Village Manual
- Security & Fire Safety Plan
- Dispute Resolution Process
- Overnight Visitors Policy
- Pet Policy

Definitions & Details

Intake Team: One person from Catholic Charities and one person from the Village Coalition. All interviews and initial evaluations will be made by the Intake Team and approved by the Advisory Board.

Overnight Visitor Policy: New residents can start to host overnight visitors 90 days after they move in. Each visitor can stay overnight in the Village no more than 3 times per month.

Ranking: Consideration will be given to adapting Outside In’s vulnerability scoring system, which is used to rank people according to the severity of their need for services. The residents of Placeholder Village should always be a mixture of high-need and lower-need residents. Mentoring between residents will be encouraged.