

# Program Suitability Criteria

Phoenix Apartment are owned by Spokane County and Pioneer Human Services administers the Phoenix Transitional Housing Program. The purpose of this document is to help applicants and community providers determine who would be eligible for this program. We do not accept comprehensive reusable tenant screening reports.

Eligibility factors include:

- Intent to use six-month program to save up money and transition to long-term housing.
- Willing to participate in Individualized Service Plans with goals to promote housing search and independence.
- All applicants must be referred to housing by the clinician and/or behavioral health agency that will be providing support throughout the duration of participation in the program.
- Participation in behavioral health treatment for the entire term of the placement.
- A current Crisis Plan and Care/Treatment Plan provided by the clinician.
- Independent living skills to manage meal preparation, basic room upkeep and medical needs including medication management and/or needed provisions to meet basic needs.
- Income verification - sufficient to pay current service fee. If income is time limited - such as student loans, L&I, unemployment compensation - applicant must show proof that income will continue for at least six months. Management will review all lawful sources of income.
- Prior to placement, all applicants (including any adult cohabitants) must pass a criminal background check; criminal conviction history will be considered for a period of seven (7) years from completion of any sentencing requirement or release from probation and/or supervision. If there is an active warrant for anything other than court fines, the application will be suspended pending proof of resolution of warrant. Persons required to register as a sex offender, convictions for manufacturing or distributing controlled substances as defined by federal law, convictions of arson, violent crimes, and convictions for crimes against children are not eligible for this program. Evidence of mitigating factors will be considered to determine if an applicant presents an undue risk to persons or property.
- Management utilizes a consumer reporting agency to assist in tenant screening. The consumer reporting agency is Landlord Protection Services located at 16625 Redmond Way, Ste #M-446, Redmond, WA 98052. Applicants have the right to obtain a free copy of the consumer report in the event of denial or other adverse action, and to dispute the accuracy of information appearing in the consumer report.
- Returning program participants must not have used Phoenix Transitional Housing program in the last year and must pay any outstanding balances owed for housing or damages before they are considered for placement.
- Applicant and any cohabitants must agree to abide by the program rules.

- Property is pet-free; service/assistance animals are allowed provided that the needed documentation is furnished to the program in advance of the animal's arrival.
- Property is smoke-free; there is a designated outdoor smoking area.
- Property is drug-free and alcohol-free; substance use is not permitted onsite.
- Property is weapons-free and crime-free.
- Program does not allow visitors.