



RISE Housing First Program Description and Criteria

What is the RISE Housing First Program?

RISE stands for "Raising Income through Scholarship and Education" and has served 200 students from since its inception in January 2000. The RISE Housing First Program is an expansion of the original program and is designed to give 20 **homeless parents** the opportunity to raise their income level and increase their independence. RISE emphasizes education and job training as two main roads that lead to increased income and job skills. The original RISE Program is still operating, please apply for that program if you are not homeless.

The RISE Housing First Program gives motivated mothers and fathers the opportunity to access a full range of support services to assist in overcoming basic barriers to beginning their education and creating a career. With the assistance of the RISE Case Managers, common barriers to success for homeless families are addressed in a flexible and customized manner. Such barriers may include issues of transportation, childcare, living expenses, education, and employment. This program comes with a two (2) year housing subsidy, which is contingent upon program compliance. Once a student graduates from their training program, we work with them to find a job in their field.

Eligibility

In order to be considered for the program, eligible students:

- Must be currently homeless.
- Must have full custody of at least 1 child under the age of 18.
- Must be highly motivated to succeed in the program and find a job in the field of study.
- Approved education programs result in a technical certificate or associates degree. RISE will only pay for associate degrees in a technical field.
- There are limits on scholarship amounts. Therefore, if a program's tuition is higher than the maximum scholarship amount, the applicant will not be approved.
- Some of the programs require RISE participants to put the school loan in their name. However, upon successful completion of the program, RISE will pay the loan in full.

Application Process

Applications will be reviewed by the RISE scholarship committee. **This application process is competitive and applications will be evaluated relative to other applicants.** The following will be considered when reviewing applications: the cost of the program, a focused career goal that can be achieved with an associates degree (in the technical field) or a technical certificate, evidence of commitment to career path, well written responses to essay questions, and recommendation form from a teacher or case manager.

This application has six parts that must be completed:

- Applicant Information Sheet
- Essay questions
- RISE Estimated Financial Aid Award
- Recommendation from a teacher, case manager or employer
- Copy of course sequence you must complete for career path
- Release of Information

Decisions will be made and qualified applicants contacted within 30 business days after the completed application is submitted. If you have further questions about the application process, please contact Elise Ferrarese at 408-539-2151 or through email at eferrarese@ehclifebuilders.org.

Please mail or drop off applications to:

Sobrato Family Living Center
1509 Agnew Road
Santa Clara, CA 95054

RISE Housing First Program Applicant Information Sheet

Applicant Name: _____
First Name
Last Name

Date of Birth: _____ Check one: Male Female

Current Address: _____
Street Address
Apartment/Unit number

_____ *City* *State* *Zip*

Home Phone: () _____ Cell Phone: () _____

Email address: _____

Program/Career Information

1. College/School you plan on/are attending: _____

2. Program you plan to/are enrolled in: _____

3. Career Goal: _____ Length of Study: _____

4. Program and Case Manager that referred you to RISE: _____

5. How long have you been in that program? _____

Previous Education Information

6. Highest Grade Level Completed: _____

7. Please list all previous schools/training programs you have attended:

Name of School/Program	Course of Study/ Major	Did you complete this program?
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

Applicant Income Information

8. Do you or anyone in your household receive or expect to receive income from:

- Employment Title and Company: _____
 Rate of Pay: _____ /Hour Hours Worked: _____ /Week
- TANF/AFDC Monthly Amount: _____
- Food Stamps Monthly Amount: _____
- SSI/SSDI Monthly Amount: _____
- Unemployment Monthly Amount: _____
- Worker's Comp. Monthly Amount: _____
- Child Support Monthly Amount: _____
- Other Explain: _____

Total Monthly Income: \$ _____

Applicant's Work History

9. Please list your previous work experience.

Present or Most Recent Employer: _____ Position: _____

Date Started: _____ Date Left: _____

Starting Salary: \$_____ per _____ Final Salary: \$_____ per _____

Description of Duties: _____

Reason for Leaving: _____

Previous Employer: _____ Position: _____

Date Started: _____ Date Left: _____

Starting Salary: \$_____ per _____ Final Salary: \$_____ per _____

Description of Duties: _____

Reason for Leaving: _____

Previous Employer: _____ Position: _____

Date Started: _____ Date Left: _____

Starting Salary: \$ _____ per _____ Final Salary: \$ _____ per _____

Description of Duties: _____

Reason for Leaving: _____

Additional Information

10. What types of barriers do you feel may hinder the completion of this program and getting a full-time job (childcare, transportation, time commitment, housing situation, criminal background)?

**** If you think you will need financial assistance with any of these barriers, please document this on the RISE Estimated Financial Aid Award (page 8).***

Do you have any outstanding student loans? _____ If so, how much do you owe? _____

Is outstanding loan from a previous school, which one? _____

If you are accepted to the RISE Program, you are expected to take out a loan in your name, which RISE will pay back once you graduate and find a job in your field of study. Is there any reason why you would not qualify for a student loan? _____

Household Information

List all household members that are applying to live in this apartment with you:

Name <i>First, Middle Initial, Last</i>	Relationship to Head of Household	M/F	Social Security Number	Birth Date <i>Month, Date, Year</i>

11. Do you expect any additions to the household within the next twelve months? Yes No

Name and Relationship: _____

Explanation: _____

12. Are there any household members who under normal conditions would live with you? (For example, a spouse away in the military or in prison). Yes No

Explanation: _____

13. To assist in the housing search does your household have any pets? Yes No

Explanation: _____

Applicant's Housing Information

14. Which of the following best describes your current living situation?

- Emergency Shelter
- Substance Abuse Treatment Facility
- Renting a room
- Car or Other Vehicle
- With Family With Friend
- Other _____
- Transitional Housing (for homeless)
- Rental House/Apartment
- Permanent Housing (for formerly homeless)
- Hotel or Motel
- Outside/Non-Housing (street, park, etc.)

15. Length of present living situation? _____

16. How much longer do you expect/can you stay there? _____

17. How many times (other than now) within the past 3 years have you been without housing or stayed in an emergency shelter? _____

Rental History

18. Have you or any one else named on this application filed for bankruptcy? Yes No

Explanation and dates: _____

19. Have you or any one else named on this application been convicted of OR had adjudication withheld for a felony or misdemeanor? Yes No

Explanation: _____

20. Have you or any one else named on this application been evicted or are in the process of being evicted from a rental unit of any type including an apartment, home, mobile home, or trailer? Yes No

Explanation and dates: _____

RISE Housing First Program Requirements

If accepted into the RISE Housing First Program, I will be expected to:

- Meet regularly with a RISE case manager.
- Maintain a GPA of 2.0 at all times.
- Follow the official education plan given to me by the school.
- Submit all progress reports and/or report cards to RISE case manager when they are published.
- Obtain employment in my field of study upon completion of the program.
- Pay my rent on time every month.

Student Statement

I have read and understand the RISE Housing First Program Requirements. I also understand that if I am selected as a RISE Scholar and fail to fulfill these program requirements, it may result in my termination from the program.

Signature: _____ Date: _____

Application Essay Questions

*Please answer all five questions.

1. Please tell us about your career goals. How long have you thought about this career? What inspired you to choose this training program? What steps must you take in order to achieve your career goals? How will this scholarship help you with your career goals?
2. How do you see your career goal changing your life? What is the advantage of having an education for your community and your family?
3. Give an example of an obstacle you have overcome and what steps you took to overcome it.
4. What are the factors contributing to your family's current housing situation? How did your family become homeless?
5. Please describe your current and previous work experience. In addition, describe some of the skills you already have. These could be skills you developed at a previous job, as part of an extracurricular activity or from other experiences you have had.

RISE Estimated Financial Aid Award

In order to better assist you in achieving your educational goals we would like you to fill out an Estimated Financial Aid Award letter. Please estimate any school-related expenses that you need assistance with as accurately as possible. These expenses may include tuition, books, supplies and/or any other costs you feel are essential toward your success in school. Keep in mind that the RISE program is limited in the amount of financial assistance that we can provide. RISE staff will review this information, call you to get clarification and explanation of your financial need and, if accepted to the program, provide a final scholarship amount that we feel is suitable.

Tuition and Fees (please deduct your PELL grant and other scholarships)	\$
Books and Supplies	\$
	\$
	\$
	\$
	\$
Total Estimated Award	\$

Is there anything you feel would be important for RISE staff to know when reviewing this information?

Signature: _____ Date: _____

RISE Program Recommendation Form

Applicant Name: _____ Phone Number: _____

To the Student: Complete the above information and give this form to a case manager or employer.

To the Individual Completing This Form: The person above is applying for a scholarship for school. Eligible applicants must plan on pursuing a career-focused technical degree or certificate, with the goal of obtaining employment in their chosen field after graduation. **After you have completed the form please give it to the student in a sealed envelope.**

1. How long have you known the applicant? ____ years ____ months. Under what circumstances? _____

2. Based on your knowledge of the applicant, how would you rate his/her academic skills and potential to succeed in school?

3. Check (below) how you would rate the applicant's characteristics and motivation.

	Strongly Agree	Agree	Agree Somewhat	Disagree
The applicant is on time for meetings/work				
The applicant works well with others				
The applicant has a positive attitude toward school/work				
The applicant is receptive to new tasks or experiences				
The applicant is a problem solver				
The applicant follows through on tasks/assignments				
The applicant is responsible				
The applicant is a hard worker				
The applicant is a very motivated person				
The applicant has a clear career goal				

4. What other qualities come to mind that best describe the applicant? _____

5. Additional comments: _____

6. Please check one:
 I highly recommend the applicant.
 I recommend the applicant.
 I do not recommend the applicant

Name (Print): _____ Title: _____

Signature: _____ Date: _____

Phone number: _____ Email Address: _____



RELEASE AND EXCHANGE OF CONFIDENTIAL INFORMATION

I (we), _____ hereby authorize the employees at EHC LifeBuilders to access, disclose and discuss any and all information pertinent to my (our) case. I (we) further authorize EHC LifeBuilders' employees to release and exchange information to any community or public agency on matters related to my participation in the Program. I (we) understand that the release and exchange of personal information is necessary to assess eligibility requirements for the Program and upon acceptance into the program for ongoing Action Plan issues. I (we) understand that the collected information will be used for program evaluation, statistics and fundraising purposes only. Further, I (we) understand that the information will not be used in any discriminatory fashion that might affect my (our) participation in the program.

I (we) agree to hold harmless the employees at EHC LifeBuilders from any liability resulting from such exchange of information. I understand that this agreement is in effect for a period of three (3) years from the date signed.

Please indicate those specific people, agencies or service providers that you allow EHC LifeBuilders' employees to speak with regarding your case. Please provide detailed information below.

Name (Person who referred you to program, case manager, contact at school you are attending.)	Phone Number/Address

Client Signature

Date

Staff Signature

Date