

WOMEN IN TRANSITION PROGRAM



eliminating racism
empowering women

ywca

Central Carolinas



PROGRAM DESCRIPTION

Women In Transition (WIT) provides affordable transitional housing and intensive support services for single, adult, unaccompanied women who are homeless or at risk of homelessness. **WIT is not an emergency shelter.** Participation in the program may vary from several months to a maximum of 18 months.

The following criteria are used to determine eligibility:



- At least 18 years of age.
 - Must have a reliable source of income sufficient to pay monthly rent and meet other financial obligations: a minimum of \$700/mo NET income and no more than 50% AMI (\$2462/mo GROSS). Acceptable sources of income include: wages from employment, social security benefits (i.e. SSI, SSDI), pension, or verified unemployment benefits continuing for at least four months.
 - Must have the motivation and ability to make positive life changes and there must be a good fit between the woman's needs and the level of supportive services offered by WIT.
- Must be able to function in a minimally supervised group living situation without intensive or frequent monitoring.

Program goals include participants obtaining permanent housing upon exiting the program, maintaining or increasing adequate income to sustain housing and improved sense of self-worth. Program services include:

- Affordable housing and utilities at below-market rates of \$310, \$345 or \$360 monthly.
- Supportive case management in the development and achievement of housing, career, financial, health and personal goals.
- A resource center with computers, Internet access, on-line tutorials, and a library.
- On-site educational and self-improvement workshops, tutoring sessions and social events facilitated by community professionals and volunteers.
- Referrals to appropriate community resources as needed.
- Membership to the on-site co-ed fitness center.

FAQs

Where do referrals come from? Referrals come from sources such as emergency and domestic violence shelters, substance abuse treatment programs, hospitals, and mental health facilities.

When are facility tours held? Tours of the facility and the living quarters are conducted during the intake process. Tours are not scheduled outside of intake interviews.

Once I complete my referral packet, how long will it take for me to get an intake appointment? Completed referrals are contacted for intake appointments in the order in which they are received. There is a waitlist and intake appointments book about 3 weeks in advance.

How long does the intake appointment take? Intake appointments usually last 2.5 hours.

When will I find out if I have been accepted into the program? The Intake Team will staff the case immediately following the intake appointment. The applicant will be informed of the decision before she leaves the appointment or advised of the requirements that will have to be met to qualify for admission.

REFERRAL PROCEDURES

Referring workers must submit their agency's consent for release of information (signed by applicant), a completed WIT program application (link available on website), verification of homelessness (if applicable), documentation of applicant's income (either a fixed income award letter, dated within the last 90 days, or her three most recent consecutive paystubs) and a signed case summary on referring worker's agency letterhead. The summary must include the following information:

- Strengths and areas of concern.
- Presenting issues (including health, mental health, substance abuse and criminal history).
- Employment information (length of service, position, salary, and schedule).
- If not employed, source of income/amount received (award letters or statements from an awarding agency must have been issued within 90 days of the appointment date).

E-mail witreferral@ywcacentralcarolinas.org or fax 704.521.9684 (Attn: Bambi Ahad, Housing Administrative Assistant). Completed referrals are contacted for intake interviews in the order in which they are received. The client will be contacted directly. Please note, there is often a waitlist for intake interviews and these appointments book about 3 weeks in advance. Incomplete referrals are not placed on the waitlist. The WIT program does not accept self-referrals.



Intake Interviews

Applicants must be prepared to spend a minimum of 2.5 hours with us and **MUST** bring the following documents to the intake appointment:

- Drivers License or Picture ID.
- Social Security card.
- Proof of employment (2-3 pay stubs or a letter of verification, stating start date, hours/wk, hourly wage/salary, schedule and position).
- Proof of income (copy of benefit award letter or statement from awarding agency issued within 90 days of the appointment).
- List of current medications, including milligrams and number of doses per day.

Intake appointments are scheduled by appointment only.

Appointments are reconfirmed 2 days before the scheduled appointment. If your client is unable to make it or has changed her mind, please notify Bambi Ahad as soon as possible, 704-525-5770, x2501, bahad@ywcacentralcarolinas.org.

While we understand that the population we serve has many challenges, we expect that applicants will be on time for their confirmed appointments and have all required documents with them. Due to high demand, unexcused and no show appointments are not likely to be rescheduled.

“ THE PROGRAM HELPED ME MORE THAN WORDS CAN EXPRESS. IT TOOK ME PLACES AND SHOWED ME THINGS ABOUT MYSELF AND MOST IMPORTANTLY, ELIMINATED THINGS IN MY LIFE THAT MEANT ME NO GOOD. ”

— WIT Program Graduate

PROGRAM QUICK FACTS

Monthly Rent (including utilities)*

Single Room without private bathroom	\$310
Single Room with full private bathroom	\$345
Double Room sharing adjoining bath with one neighbor	\$360

Admission Fees (one time only)

Security Deposit	\$75 (refundable)
Fitness Center Fee**	\$25 (non-refundable)

Your payment is due upon arrival.

**The rent for the first month is pro-rated and based on the scheduled entry date.*

***Covers the cost of a participant's membership until she exits the WIT Program.*

Each floor has:

- A communal bathroom
- A kitchen with two stoves, a microwave, a dining and lounge area
- Two washers and two dryers that charge \$1.50 to wash, \$1.25 to dry

Rooms:

- Rooms are furnished with a desk, chair, wardrobe and twin bed
- Participants may bring a TV. An analog TV will need a digital converter box and a flat screen TV will need an antenna.

For general program information or to cancel an appointment, contact:

Bambi Ahad

Transitional Housing Administrative Assistant

704.525.5770, ext. 2501

bahad@ywcacentralcarolinas.org

YWCA Central Carolinas

3420 Park Road

Charlotte, NC 28209

704-525-5770 • ywcacentralcarolinas.org

SMOKE-FREE POLICY

Smoking is restricted to one designated smoking area in the parking lot. Smoking in your room or elsewhere in the facility will result in immediate termination from the WIT Program.