

# SANCTUARY PSYCHIATRIC CENTERS OF SANTA BARBARA



## SUPPORTED HOUSING



### APPLICATION INFORMATION

#### SPCSB SUPPORTED INDEPENDENT LIVING PROGRAM

provides affordable studio units, with supported services, for low income persons living with mental illness. As such, a continuum of services is provided at the housing site.

Ongoing clinical support is given so that each person can be as self-sufficient as possible and crisis situations and hospitalizations can be avoided.





Sanctuary Psychiatric Centers  
of Santa Barbara

Conveniently located in the midtown area of Santa Barbara, SPCSB's Supported Living services provides permanent affordable housing coupled with supportive treatment services.

There are two overarching treatment goals for all of our consumers. One, is to empower consumers to reach their maximum level of functioning including improved/comfortable social interaction; and secondly, is to promote healthy individuation from family.

Both of these goals are consistent with enhancing consumer success as they move forward in the world.



## I N T R O D U C T I O N

SPCSB's Supported Living Services (Arlington Apartments and Hollister Apartments) provides affordable housing for low-income persons with mental disabilities.

A person with a mental disability is someone who:

- has a mental disorder as defined by the DSM-IV, other than a primary substance abuse disorder or developmental disorder, **AND**
- as a result of the disorder has symptoms or a substantial functional impairment in independent living, social relationships, or vocational skills or physical condition; or alternately has a psychiatric history demonstrating that without treatment there is imminent risk of decompensating to the point of having substantial impairments or symptoms; **AND**
- as a result of the functional impairment is eligible for public assistance, services, or entitlements.

A low-income person is someone whose:

- annual gross income does not exceed eighty (80%) percent of the County's median income figure for a one-person household, as established and periodically revised by the U.S. Department of Housing and Urban Development (HUD) for Public Housing and Section 8 Rental Assistance Programs.



## WHAT IS SHELTER PLUS CARE ?

The Shelter Plus Care Program is a rental payments assistance program administered by the Federal Department of Housing and Urban Development (HUD).

**Homeless persons with a mental disability are eligible for Shelter Plus Care rental assistance at the Arlington Apartments.**

A person is considered homeless if they are:

- being evicted within one or two weeks from a dwelling unit, or being discharged from an institution in which they have resided for more than thirty (30) consecutive days; or someone who is sleeping in shelters or in places not meant for human habitation; **AND**
- for whom no subsequent residence has been identified, **AND**
- who lacks the resources and support network needed to obtain housing.



## WHAT IS PROJECT- BASED SECTION 8?

The Project-Based Section 8 Program is a rental payments assistance program administered by the Federal Department of Housing and Urban Development (HUD).

The Hollister Project-Based Section 8 is non-transferrable and cannot be used for other Section 8 housing.

### **Persons with a mental disability are eligible for Project-Based Section 8 at the Hollister Apartments.**

A person with a mental disability is someone who:

- has a mental disorder as defined by the DSM-IV, other than a primary substance abuse disorder or developmental disorder, **AND**
- as a result of the disorder has symptoms or a substantial functional impairment in independent living, social relationships, or vocational skills or physical condition; or alternately has a psychiatric history demonstrating that without treatment there is imminent risk of decompensating to the point of having substantial impairments or symptoms; **AND**
- as a result of the functional impairment is eligible for public assistance, services, or entitlements.



## R E N T A L   R A T E S

The Arlington Apartments offer twenty-seven (27) studio apartments for rent. Each of these units are required to be made available only to persons with mental disabilities and who meet “low-income” guidelines.

The Hollister Apartments offer eight (8) studio apartments for rent. Each of these units are required to be made available only to persons with mental disabilities.

For low-income persons with mental disabilities who are also considered homeless (eligible to participate in the Shelter Plus Care program):

- rent will be an amount which is 30% of the person’s adjusted monthly income as determined by the guidelines set forth by the Housing Authority of the City of Santa Barbara.
- each person will obviously have a different sum since rent is derived from the individual’s adjusted income.

**All units require a two (2) month security deposit.**



## **A P P L I C A T I O N Q U E S T I O N S**

### **WHERE CAN I GET AN “APPLICATION TO RENT” FORM?**

- ◆ Download an “Application to Rent” form from our website  
[www.spcsb.org](http://www.spcsb.org)
- ◆ Navigate to **Forms** and download the necessary documents:  
[www.spcsb.org](http://www.spcsb.org)>“Referrals and Forms” >“Forms”>  
[Property Management Forms](#)

### **WHAT DO I DO WITH THE FORM ONCE IT IS COMPLETED?**

- ◆ Gather the application form and all of the supporting documents.
- ◆ Mail the application in its entirety to:  
SPCSB Property Manager  
Post Office Box 551  
Santa Barbara, CA 93102

### **HOW SOON SHOULD I APPLY?**

- ◆ It is best to apply as soon as possible. Please make certain that your application is complete before sending it in as that is the only way you will receive a priority number for the waiting list (see next page for more information on the screening process).

### **HOW WILL I KNOW WHEN A UNIT IS AVAILABLE?**

- ◆ Once your application has been accepted, SPCSB’s Property Manager will inform you when a unit has become available.
- ◆ You may also call the Property Manager to get updates.  
805-564-3534 Ext 211



## THE SCREENING PROCESS

The screening process will occur in two stages.

In the first stage:

- Applications will be screened to determine whether the applicant meets the criteria to rent (see section titled “Introduction”).
- Applications must be completed in their entirety. All questions **must** be answered and **all** requested or supporting documents must be included (*see below*).
- If the question does not apply, indicate so by marking “N/A” in the space provided for the answer.
- **Incomplete applications will not be processed but will be returned to the applicant for completion.**

Supporting documents are as follows:

- ⇒ A completed “Application to Rent” form; **AND** copies of
- ⇒ your picture identification card (drivers license or ID)
- ⇒ your vehicle registration
- ⇒ your Social Security card **AND** Birth Certificate
- ⇒ The most recent federal and State income tax returns and W2’s
- ⇒ Most recent two (2) pay stubs (if employed)
- ⇒ Most recent Social Security benefits statement or signed verification of disability form if not receiving benefits
- ⇒ Most recent checking and savings account statements (a minimum of the last 6 months)
- ⇒ Savings passbooks



## THE SCREENING PROCESS (CONT.)

- ⇒ Most recent statements for stocks/bonds
  - ⇒ Your health/Life insurance policy number(s), with name and address
  - ⇒ Any on-going prescription costs not reimbursed by insurance
  - ⇒ Annuity/pension statements with I.D. numbers and addresses
- Once each of the above requirements are met the applicant will be eligible to move onto 'The Second Stage'.

**An incomplete application will be returned and will not be accepted or receive a priority number until it is complete.**

In the second stage:

- The applicant is assigned a priority number. The numbering system will begin with 0001, which is given to the first **completed** application received. Subsequent completed applications will be numbered sequentially (i.e., 0002,0003, etc.)
- The priority number will represent the order in which vacant units will be offered for rental to tenants.
- Once the applicant qualifies the applicant is referred to the Housing Authority of the City of Santa Barbara which will make the final determination of eligibility



## CLINICAL SUPPORT

Clinical support for Arlington and Hollister Apartment residents is provided by the Arlington Day Treatment Center (ADTC).

Conveniently located next to both of the Apartment buildings the ADTC offers a wide spectrum of treatment options for adults dealing with addiction issues and mental health concerns.

Clients who graduate from Sanctuary House will receive the following fee-based services:

- Satellite Service (one time fee-based service).
- In-Home Supported Services (on-going support as decided by the treatment team).
- A minimum of two (2) groups at the Arlington Day Treatment Center (as chosen by the client in conjunction with the treatment team).
- A minimum of one (1) time weekly Case Management with a therapist at the Arlington Day Treatment Center
- Meetings with SPCSB's Vocational Educational Program Director (as needed or decided by the treatment team)
- Regular meetings with a Psychiatrist (minimum of two times monthly).

## **FREQUENTLY ASKED QUESTIONS**

### **WHAT IS THE SIZE OF AN ARLINGTON STUDIO APARTMENT AND THE HOLLISTER APARTMENTS?**

The entire Arlington apartment measures 275 square feet. The main living area is roughly 190 square feet in size.

The Hollister apartment measures 480 square feet. The main living area is roughly 385 square feet.

### **DO THE APARTMENTS HAVE A FULL BATH AND KITCHEN?**

Yes both have a full bathroom. The Arlington kitchen has a stainless steel kitchenette unit with a stove, refrigerator, and sink. There is wall to wall carpeting in the living room and within the walk-in closet. The kitchen and bathroom has vinyl flooring.

The Hollister apartment has a full kitchen (77 square feet), a walk in closet (48 square feet) and a main studio living area (225 square feet). Each unit has hard wood floors, with vinyl floors in the bathroom and kitchen.

### **ARE THE APARTMENTS FURNISHED?**

No. You must furnish the apartment yourself.

### **WHO LIVES AT THE APARTMENTS?**

Anyone in the County of Santa Barbara who meets eligibility requirements is qualified to live in the Arlington Apartments.

### **WHAT ARE THE BASIC QUALIFICATIONS TO RENT AN APARTMENT?**

To rent either apartment you must meet the criteria for low-income with special needs. Additionally, to be eligible for Shelter Plus Care Rental Assistance you must meet the criteria for homelessness.



SANCTUARY PSYCHIATRIC CENTERS  
OF SANTA BARBARA

Sanctuary Psychiatric Centers  
of Santa Barbara

P.O. Box 551  
Santa Barbara, CA 93102

Administrative Office:  
Phone: 805.569-2785  
Fax: 805.563-1977

**OUR GOAL:**

To ensure consumers have a safe, inviting environment that will contribute to a strengthened sense of self and independence through personal self-growth and responsible self-support. We hope the experience all our consumers have in our Supported Independent Living Program will increase their interpersonal skills, improve their coping mechanisms, and expand their social contacts as they learn to move comfortably within the Santa Barbara community.

**FOR MORE INFORMATION REGARDING SPCSB'S  
SUPPORTED INDEPENDENT LIVING SERVICES  
CALL:**

**805.564-3534 EXT. 211**

