

## Priority Access Referral Form: Homelessness

The Nova Scotia Provincial Housing Agency (NSPHA) works with other departments and community organizations to provide priority access to public housing for people who are experiencing homelessness.

When a person who qualifies for public housing can demonstrate they are experiencing homelessness, they may be eligible for priority access to public housing under the Homelessness Stream and placed on the Priority Access waitlist. All public housing units are allocated in chronological order.

An applicant is considered to be experiencing homelessness if they meet one of the following criteria:

- ✓ Sleeping rough in a public space, such as a park, sidewalk, or underpass due to lack of permanent shelter
- ✓ Staying in an emergency homeless shelter or transition house for women and children
- ✓ Sleeping in a car, van, or motor vehicle due to not having a permanent shelter
- ✓ Couch surfing and/or living with friends or family on the basis that it is a temporary arrangement
- ✓ Staying in a hotel that is a short-term arrangement

Examples of circumstances that *do not* meet the criteria for this priority stream include, but are not limited to:

- × Being at risk of homelessness in the future
- × Living in student housing
- × Living in a secondary residence (e.g., vacation home, cottage)
- × Living in inadequate housing (see **referral form for inadequate housing priority access**)
- × Fleeing violence (see **referral for family violence priority access**)

Due to the rapidly changing circumstances of those who can be considered as experiencing homelessness, the eligibility criteria used to determine eligibility for priority access to public housing is subject to change.

To be granted approval for priority access to public housing under the Homelessness Stream, applicants must provide the following documents to their Nova Scotia Provincial Housing Agency district office:

- |   |   |  |
|---|---|--|
| 1. <b>Public Housing Application Form</b>             |  | <b>Completed by the applicant</b>                              |
| 2. <b>Priority Access Referral Form: Homelessness</b> |  | <b>Completed, dated and signed by a qualified professional</b> |

**A good thing to know...** If there are any changes to your housing needs after you apply to Public Housing, you should contact your District Office, or use the online portal to ensure NSPHA always has the most current information.

## Priority Access Referral Form: Homelessness

**The Priority Access Referral Form for Homelessness must be completed, dated, and signed by a qualified professional listed below.**

Applicants may be eligible for priority access to public housing when they are experiencing homelessness if one of the following professionals that has supported them for **at least 30 days** provides a referral.

- A Housing Support Worker who they have been working with prior to their referral to Priority Access.
- A Support Worker or Case Manager from the Homeless Shelter or Transition House where they are currently staying.

**Professional referral cannot be by an applicant's friend, neighbour or relative.**

If you or your referring professional have any questions or concerns about qualifying for priority access to public housing due to homelessness, please contact your district office by email at [applicationsnspha.cbid@novascotia.ca](mailto:applicationsnspha.cbid@novascotia.ca) or by telephone at **1-800-565-3135**.

## Priority Access Referral Form: Homelessness

### Section A: To be completed by the applicant

#### 1. Applicant Information

<b>Last Name:</b>	If you have an existing Public Housing application, provide your <b>Client P code</b> below:  _____
<b>First Name:</b>	
<b>Date of Birth:</b>	

#### Contact Information

We recognize that persons applying to Public Housing under this Priority Access stream do not have a fixed address. To ensure that we can contact you, you may provide alternate information to receive mail relating to your application. Work with your referring professional to select the most appropriate option for you.

Complete below **ONLY** if you need to update your contact information or provide an alternate contact not currently listed in your Public Housing Application. **Please only provide contact information where it is safe to contact you.**

	Whose information is provided?
<b>Phone:</b>	<input type="checkbox"/> Applicant <input type="checkbox"/> Alternate
<b>Email:</b>	<input type="checkbox"/> Applicant <input type="checkbox"/> Alternate
<b>Street Address:</b>	<input type="checkbox"/> Applicant <input type="checkbox"/> Alternate
<b>City/Town:</b>	
<b>Province:</b> <b>Postal Code:</b>	

**Name of alternate contact:** \_\_\_\_\_

**Relationship to applicant:** \_\_\_\_\_

#### 2. Applicant Acknowledgement

I acknowledge that if I am eligible for priority access, I will be placed on all building waitlists that meet my required household size and will accept the first unit offered to me. Should I decline an offered unit, I will lose my priority status and be returned to the general chronological waitlist.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Priority Access Referral Form: Homelessness

### Section B: To be completed by a qualified professional

#### 1. Eligibility Criteria Checklist

- The applicant named above is experiencing homeless and meets one of the following criteria:
- ✓ Sleeping rough in a public space, such as a park, sidewalk, or underpass due to lack of permanent shelter
  - ✓ Staying in an emergency homeless shelter or transition house for women and children
  - ✓ Sleeping in a car, van, or motor vehicle due to not having a permanent shelter
  - ✓ Couch surfing and/or living with friends or family on the basis that it is a temporary arrangement
  - ✓ Staying in a hotel that is a short-term arrangement

#### 2. Housing Needs

What support will be provided to the applicant on placement in a public housing unit?

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- The supports, if any, required by the referred client can be provided by a Housing Support Worker.

#### 3. Professional Declaration

Name (print):

Position/Title:

Organization:

Length of time  
supporting applicant:

Phone:

Email:

I declare that, to the best of my knowledge, the information I have provided on this form is accurate.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Priority Access Referral Form: Homelessness

FOR OFFICE USE ONLY	
<b>Date:</b>	day/month/year
<b>Received by:</b>	
<b>Applicant #:</b>	

**Provincial Shelter Listings (as of September 2023)**  
 Provided by the Department of Community Services

Area	Name of Shelter	Contact Information
HRM	<b>Adsum for Women</b>	2421 Brunswick Street Halifax NS B3K 2Z4 Phone: (902) 423-5049
HRM	<b>Barry House – Shelter NS</b>	2706 Gottingen St, Halifax, NS B3K 3C7 Phone: (902) 422-8324
HRM	<b>Beacon House/Sackville Shelter</b>	125 Metropolitan Ave Lower Sackville, NS N4C 3H3 Phone: (902) 864-1584
HRM	<b>North Park Shelter</b>	2029 North Park Street Halifax, NS B3K 4B2 Phone: (902) 414-7676
HRM	<b>Phoenix Youth Shelter</b>	1094 Tower Rd, Halifax, NS B3H 1K5 Phone: (902) 446-4663
HRM	<b>Salvation Army/ Centre of Hope</b>	2044 Gottingen Street Halifax NS B3K 3A9 Phone: (902) 422-2363
HRM	<b>Turning Point – Shelter NS</b>	2170 Barrington Street Halifax NS B3K 2W4 Phone: (902) 420-3282
Kentville	<b>Open Arms</b>	32 Cornwallis Street Kentville, NS B4N 2E1 Phone: (902) 365-3665
New Glasgow	<b>Pictou Roots for Youth</b>	603 East River Road New Glasgow, NS B2H 5A5 Phone: (902) 695-3241
New Glasgow	<b>Viola’s Place</b>	189 Marsh Street New Glasgow NS B2H 4R8 Phone: (902) 752-0550
Sydney	<b>Cape Breton Community Housing Association (CBCH) Shelter</b>	106 Townsend Street Sydney, NS B1P 5E1 Phone: (902) 564-9487



**Provincial Shelter Listings (as of September 2023)**  
Provided by the Department of Community Services

Area	Name of Shelter	Contact Information
Truro	<b>Haven House</b>	862 Prince St, Truro, NS B2N 1H2 Phone: (902) 843-2538
Yarmouth	<b>SHYFT Youth Shelter</b>	6 Trinity Place Yarmouth NS B5A 1P4 Phone: (902) 881-3111

**Provincial Housing Support Listings (as at March 28, 2022)**

Provided by the Department of Community Services

Area	Organization	Contact Information
HRM	<b>Salvation Army Center of Hope</b>	2044 Gottingen St, Halifax Phone: (902) 422-2363
HRM	<b>Adsum for Women and Children</b>	2421 Brunswick St, Halifax Phone: (902) 423-5049 (Diverting Families) Email: <a href="mailto:adsum@adsumforwomen.org">adsum@adsumforwomen.org</a>
		107 Albro Lake Rd, Dartmouth Phone: (902) 423-1687 (Housing Support)
		Clinic: Fridays (10 – noon by phone)
HRM	<b>Shelter Nova Scotia (Barry House)</b>	Julie Slen Phone: (902) 229-2692 Email: <a href="mailto:julieslen@shelternovascotia.com">julieslen@shelternovascotia.com</a>
HRM	<b>Shelter Nova Scotia (Metro Turning Point)</b>	Julie Slen Phone: (902) 229-2692 Email: <a href="mailto:julieslen@shelternovascotia.com">julieslen@shelternovascotia.com</a>
HRM	<b>Phoenix Youth Program</b>	6035 Coburg Road, Halifax Phone: (902) 420-0676
HRM	<b>Welcome Housing</b>	2330 Gottingen St, Halifax Phone: (902) 423-5479
HRM	<b>902 Man Up</b>	2131 Gottingen St, Halifax Phone: (902) 426-5202
HRM	<b>Dalhousie Social Work Clinic</b>	6054 Quinpool Road, Halifax Phone: (902) 494-2753
HRM	<b>Mi'kmaw Native Friendship Centre</b>	2158 Gottingen St, Halifax Phone: (902) 420-1576
HRM	<b>Elizabeth Fry Society- Mainland NS</b>	1 Tulip St, Dartmouth Phone: (902) 454-5041 Email: <a href="mailto:housingsupport@efrymns.ca">housingsupport@efrymns.ca</a>
HRM	<b>YWCA- Halifax</b>	358 Herring Cove Rd, Halifax Phone: (902) 423-6162 Email: <a href="mailto:housing@ywcahalifax.com">housing@ywcahalifax.com</a>



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Provided by the Department of Community Services

Area	Organization	Contact Information
HRM	<b>NECHC – Supported Housing</b>	2131 Gottingen St, Halifax Email: <a href="mailto:supportedhousing@nechc.com">supportedhousing@nechc.com</a>
HRM	<b>Bryony House (Halifax Transition House Association)</b>	112 Tacoma Drive Dartmouth Phone: (902) 222-8891 Email: <a href="mailto:Housingsupport@bryonyhouse.ca">Housingsupport@bryonyhouse.ca</a>
HRM	<b>Old School Community Gathering Place</b>	7962 Nova Scotia Trunk 7, Musquodoboit Harbour  Pam MacLeod Phone: (902) 889-2735 Email: <a href="mailto:Easternshorehousingnavigator@gmail.com">Easternshorehousingnavigator@gmail.com</a>
CBRM - Sydney	<b>Cape Breton Community Housing Association Community</b>	106 Townsend St Phone: (902) 270-6217
Port Hawkesbury	<b>Cape Breton Community Housing Association Community</b>	Chloe Fox Phone: (902) 919-6545 Lisa McHugh Phone: (902) 565-1867
Antigonish	<b>A Roof Over Your Head</b>	202-219 Main Street Email: <a href="mailto:support@aroyh.ca">support@aroyh.ca</a>
New Glasgow	<b>Viola's Place</b>	189 Marsh Street  Amanda Denomme Phone: (902) 616-3537 Email: <a href="mailto:Housing1@violasplacesociety.com">Housing1@violasplacesociety.com</a>  Chasity Chennell Phone: (902) 616-3368 Email: <a href="mailto:Housing2@violasplacesociety.com">Housing2@violasplacesociety.com</a>

**Provincial Housing Support Listings (as at March 28, 2022)**

Provided by the Department of Community Services

Area	Organization	Contact Information
Amherst	<b>YMCA Cumberland</b>	92 Church Street
		Victoria McMellan Phone: (902) 669-1013
		Ellen Gaudet, Diversion Worker Phone: (902) 669-0578
Truro	<b>Truro Housing Outreach Society</b>	862 Prince Street
		Shelby Thompson Phone: (902) 890-2651
		Melissa Golob Phone: (902) 956-0614 Email: <a href="mailto:housing@truhomeless.ca">housing@truhomeless.ca</a>
Windsor	<b>Family Resource Centre of West Hants</b>	61 Morison Drive, Windsor Phone: (902) 798-5961
Kentville	<b>Canadian Mental Health Association NS (CMHA-NS) - Project HOPE</b>	440 Main St Phone: 877-466-6606 or 782-232-2684 Email: <a href="mailto:Hope.lead@novascotia.cmha.ca">Hope.lead@novascotia.cmha.ca</a>
Kings/Hants Co	<b>Kids Action Program</b>	Nathan Brown Phone: (902) 698 6283 *Families and Seniors
Bridgewater	<b>South Shore Open Door Association (SSODA)</b>	Phone: (902) 521-0994
Annapolis/Digby	<b>Canadian Mental Health Association NS (CMHA-NS) - Project HOPE</b>	Phone: (877) 466-6606 or (782) 232-2684 Email: <a href="mailto:Hope.lead@novascotia.cmha.ca">Hope.lead@novascotia.cmha.ca</a>
Yarmouth	<b>Split Rock learning Centre</b>	250 Main Street Phone: (902) 742-5509



**Provincial Housing Support Listings (as at March 28, 2022)**

Provided by the Department of Community Services

Area	Organization	Contact Information
Various areas of the province	<b>Native Council of Nova Scotia (Reaching Home)</b>	<b>Rural Homelessness Program (northern region and southshore &amp; valley region)</b> Madeline Battiste Homelessness Coordinator Phone: (902) 895-1738 Email: <a href="mailto:ncnshps@ncns.ca">ncnshps@ncns.ca</a>
		<b>NCNS Rural Aboriginal Homelessness Project-Liverpool</b> Crystal Croft, Housing First Officer Phone: (902) 354-2751 Email: <a href="mailto:ncnshpsliv@EastLink.ca">ncnshpsliv@EastLink.ca</a>
		<b>Indigenous Homelessness Program (Cape Breton)</b> Yvonne Jessome Phone: (902) 577-5965 Email: <a href="mailto:ncnsirhp@eastlink.ca">ncnsirhp@eastlink.ca</a>
		<b>Welkaqnik - Next Step Shelter Indigenous 2nd Stage Housing Shelter</b> Tracey Johnson, Director Phone: (902) 986-0969 Email: <a href="mailto:aptctrades@eastlink.ca">aptctrades@eastlink.ca</a>
		<b>Rural &amp; Native Housing Program (RRAP &amp; ERP Programs for Indigenous Persons - off-reserve)</b> Tim Labrador Phone: (902) 354-2751 Email: <a href="mailto:ncnshousing@eastlink.ca">ncnshousing@eastlink.ca</a>