

Housing Intake Needs Assessment Questionnaire

Household Information	Comments
What is your immigration status?	
How many people are in your family? (please list gender and ages for reporting purposes)	
What is your current living situation? (ex. living with friends, in a one/two/three bedroom apartment, homeless) How many people currently live with you? If client is homeless, refer to shelters, warming centres, food bank/soup kitchen, etc. Screen for overcrowding.	
Are you being evicted? Is there a specific date when your current living arrangement will end? Is it possible to extend this date? Do you have any issues with your current landlord? Please explain. Advocate for client with landlord if necessary	
Are there any health or safety issues with your current home? If yes, have you spoken to your landlord about this issue? What was his/her response? Advise client to document all interactions with landlord. In case of bedbugs, refer to Environmental Public Health.	
Do you have any legal issues related to housing? If yes, refer client to Edmonton Community Legal Centre or Legal Aid	
Do you have a car? YES NO	

Household Income	Comments
What is your total household income? No income, refer to: Alberta Works, food bank/soup kitchens, etc	
What is your source of income? Please list all. If client is unemployed, refer to employment counsellor and/or Alberta Works. Income worker's contact (if applicable): _____	
Have you received income support in another province? If yes, for which months? (For Alberta Works referral)	
Are you receiving any other income from the government or other agency?	
Are you a student? If yes, where? Do you have any student funding?	

Community Supports and Referrals	Comments
Did you receive any assistance securing your current home? From whom? Screen for overlap of services	
Are you in the Refugee Assistance Program (RAP)?	YES NO
Have you been to any other agency? YES NO	
If yes, what services did they provide? Screen for overlap of services and opportunities to collaborate	
Are you comfortable conversing with your landlord or others in English? If no, offer to assist	
Are you comfortable reading a lease agreement or other legal documents in English? If no, offer to assist	
Do you need any furnishings for your house? If yes, what specifically do you need? Refer to Bissell, Sleep Country, Mustard Seed, Winspear Foundation, Unity Centre, etc.	
Do you have any family and/or friends living in Edmonton? Determine if client has social support network	
Do you need assistance with any other issues? Refer to appropriate agency or counsellor	

Social Housing and Rent Subsidy	Comments
Have you ever applied for social housing? YES NO Would you like to apply? Refer to Capital Region Housing or HomeEd	
Have you ever applied for rent subsidy? YES NO Would you like to apply? Refer to Capital Region Housing	
Do you have any large assets or savings? CRHC: assets must be less than \$7000 unless job related	

HUB	Comments
Note: Only for low-income large families or individuals with multiple barriers	
Does anyone in your household suffer from mental health issues?	
Does anyone in your household have health problems or physical disabilities?	
Does anyone in your household smoke?	
Does anyone in your household have any addictions?	

Referrals Provided to Client		
Date	Agency	Comments

Housing Search Questions	Comments
Where in the city would you like to live?	
How many people will you be living with?	
How many bedrooms would you like to have?	
How much rent can you afford to pay?	
Are you willing to live in shared accommodation?	
Are you willing to live in a basement suite?	
Do you have any pets?	
Do you need wheelchair access?	
Are there any other requirements you would like for your home?	
Are you expecting any changes to your household (such as people moving in or out)?	
Do you have access to the Internet? Provide client with a list of Internet sites for rentals	

Housing Contacts Provided to Client			
Date	Address	Phone Number	Comments

Selected Websites for Rental Accommodations

Free Ads (watch for scams)

www.edmonton.en.craigslist.ca

www.edmonton.kijiji.ca

General

www.rentedmonton.ca

www.liveonrent.com

www.rentfaster.ca

www.homebase.ca

www.places4rent.ca

www.ualberta.ca

www.rentingspaces.ca

www.homerent.ca

www.househunting.ca

www.rentboard.ca

Management Companies

www.bwalk.com

www.kelsongroup.com

www.remaigroup.com

www.inlandpropertymanagement.ca

www.westcorp.net

www.kirkside.ca

www.rentexhomes.com

Social and Subsidized Housing

HomeEd: (780) 732-0403

Capital Region Housing Corporation: <http://www.crhc.ab.ca/HTTP/index.shtml>

Housing Co-ops : <http://www.nacha.ca/co-opindex.htm>

Questions for Brainstorming

What do I already know?	
Agency resources	
Community resources	
Existing relationships	
Strategies to gather/strengthen existing internal and external resources and relationships	
What do I need to know?	
Internal and external resources	
Policies and procedures of external and government agencies Ex. Eligibility for social housing	
Strategies for gathering this information	
Making this information available within my agency	
How can we efficiently manage this knowledge?	
Sharing in my agency	
Keeping it current	
Training staff	

Selected Contacts

Community Resource Lists: The following websites have resource lists you can upload

Homeward Trust: www.homewardtrust.ca

Edmonton Public Library: www.epl.ca

The Support Network: www.thesupportnetwork.com

Alberta Service Directory: www.informalberta.ca

Alberta Law Line: **1-866-845-3425**

Landlord and Tenant Information: www.landlordandtenant.org

Residential Tenancy Dispute Resolution Service: Email- rtdrs@gov.ab.ca