



## CHITTENDEN COORDINATED ENTRY

### Getting Started Prior to Connection with a Case Manager

You are being added to a waitlist to be connected to a housing case manager. A housing case manager will help you work on finding permanent and stable housing. Due to the high demand for housing case management in our area, it may take around 12 weeks for you to be connected. Here are some steps you can complete to prepare for housing case management and get started on your own:

#### Prepare for Your Case Manager to Contact You

Please make sure that the voicemail on your phone is set up and is not full. If you do not have a phone, please check your email or other form of contact frequently. If you do not have contact information, please check in regularly at CVOEO (255 South Champlain St, Burlington, VT) to see if you have been assigned to a case manager.

#### Collect Necessary Documents

##### Vital Documents:

- Social Security Cards for all household members
- Birth certificate for all household members
- Photo IDs for all adult members of the household

Please visit <https://www.usa.gov/replace-vital-documents> if you are missing any of the above documents.

##### Proof of Income (if applicable):

- Paycheck stubs
- SSI/SSDI Letter

#### Places to Apply for Housing

If you have the necessary documents and want to get started, you can apply for housing at the following agencies. Please note that the waitlists for housing through these agencies are very long as there is very high demand for housing in our area. Approved applicants may wait several months to several years to be offered an apartment.

Please see agencies to apply to for housing on the next page. →



### **Burlington Housing Authority (BHA)**

BHA has affordable housing, rental assistance, and support services. The preliminary application for housing/rental assistance is on their website. You will need to submit social security cards for all household members with your application.

- Website: <https://burlingtonhousing.org/>
- Phone: (802) 864-0538
- Location: 65 Main Street, Suite 101, Burlington, Vermont, 05401

### **Champlain Housing Trust (CHT)**

CHT has affordable and subsidized apartments for those with income or a voucher. The application for rental housing is available on their website.

- Website: <https://www.getahome.org/>
- Phone: (802) 862-6244
- Location: 88 King St, Burlington, VT 05401

### **Winooski Housing Authority (WHA)**

WHA has affordable housing, rental assistance, and support services. Their application for Housing/Rental Assistance is on their website. You will need to include social security cards and birth certificates for all household members, and photo ID's for those over 18 years old. You will also need to submit current bank statements and proof of income.

- Website: <http://www.winooskihousing.org/>
- Phone: (802) 655-2360
- Location: 83 Barlow St, Winooski, VT 05404