



Interfaith Housing Coalition

Intake information – 214-827-7220

P.O. Box 720206, Dallas Texas 75372-0206

Resident intake requirements & procedure

The effectiveness of the Interfaith program is enhanced by an in-depth screening and intake process which assists us in selecting residents who will be a “good fit.” We know that this contributes to Interfaith’s 70% program completion rate and allows Interfaith to effectively minister to each family according to their specific needs. Since our program is a “work model,” we take only those applicants willing and able to work full-time.

Intake Requirements

- ✚ Applicants must be 18 years old or older.
- ✚ Families must have resided in the Dallas/Fort Worth Metroplex for at least the last 90 days.
- ✚ Only families are accepted, no single adults without children. The parent (or even grandparent) must have legal custody of the children. Those with no children are referred to other agencies in the community who specifically serve childless individuals.
- ✚ Candidates must be willing and able to work full-time. (Married couples will be asked to maintain one full-time job and one part-time job.) Adults with physical handicaps are eligible as long as they are able to secure employment. Applicants must be legally able to work in the United States.
- ✚ Must be drug and (if an alcoholic) alcohol free for six months. We refer those with a recent history to a substance abuse agency.
- ✚ Pregnant single women are not eligible for our program due to the high risk of not being able to work at some point during the pregnancy. We do consider couples where the wife is pregnant. We refer all women to other agencies in the community who can assist with pregnancy.
- ✚ Families with children under the age of six weeks are not eligible for our program. Our infant, toddler and pre-school child care provider has a 6 week minimum age requirement.
- ✚ All children, including college age children must be enrolled in school.
- ✚ Candidates leaving an abusive situation should apply to a domestic violence shelter and complete their program before applying to Interfaith Housing. If an applicant is currently fleeing abuser, we cannot guarantee them a safe haven.
- ✚ Candidates with a felony conviction of a violent nature are not eligible to apply and are referred to other agencies for assistance. Since we serve families, we feel we need to protect the community where children are living.
- ✚ All candidates must be legal to work in the US and be able to communicate in English.

Intake Procedures

1. Call for information and availability status at 214-827-7220. Initial intake applications are only taken by phone. Phone intake times are: **Monday – Friday 10:00 AM – 3:00 PM**
2. If applicants meet all the eligibility guidelines and we have available openings an in-person interview will be scheduled. At the interview required documents will be reviewed, a completed full application will be required and a meeting with a staff person to discuss the current family situation will be conducted. In-person appointments take approximately 1-2 hours.