



Date Received: \_\_\_\_\_  
 Contact Date 1: \_\_\_\_\_  
 Contact Date 2: \_\_\_\_\_  
 Interview Scheduled: \_\_\_\_\_

**For ALL application and intake questions, call (920) 734-3609 and follow the prompts**

**COTS, Inc. Program Application**

Referred by \_\_\_\_\_

Name \_\_\_\_\_  
 Last First MI

Other Names/Aliases Used \_\_\_\_\_

Date of Birth \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Current Address \_\_\_\_\_  
 Street City State ZIP How long

Employer \_\_\_\_\_ Date Started \_\_\_\_\_

Hourly Wage \_\_\_\_\_ Hours per week \_\_\_\_\_

Do you receive:  SSI  SSDI  Unemployment What is your total monthly income? \$ \_\_\_\_\_

- Yes  No Do you require special accommodations?
- Yes  No If yes, are you able to care for yourself?
- Yes  No Does someone help care for you (Clarity Care, etc.)?
- Yes  No Have you stayed at COTS before?  
If yes, when? \_\_\_\_\_
- Yes  No Are you a veteran?  
If yes, what branch? \_\_\_\_\_
- Yes  No Are you on Probation/Parole?  
Agent Name: \_\_\_\_\_ Phone# \_\_\_\_\_
- Yes  No Do you have any special conditions of probation/parole?  
If yes, explain: \_\_\_\_\_
- Yes  No Do you have any pending court cases or warrants?  
If yes, explain: \_\_\_\_\_
- Yes  No Are you under a civil commitment (mental health, etc.)?  
If yes, for what/with whom: \_\_\_\_\_

**Check criteria items below which apply to you:**

- Homeless as defined by HUD\*
- Ability to pay program fee and security deposit upon intake\*\*
- Employed or have a legal source of income (ongoing ability to pay monthly program fees\*\*)
- Commit to remain alcohol/drug free while in COTS program; be willing to submit to screening if suspected of use
- Commit to participate in COTS programs, work with COTS staff, set up/work toward individualized goals as agreed upon with the COTS staff

**COTS, Inc.** • PO Box 1645 • Appleton, WI 54912 • Main Phone (920) 734-3609 • Main Fax (920) 734-4732 • [www.appletoncots.org](http://www.appletoncots.org)  
**Women's Program** • 1003 W. College Avenue • Appleton, WI 54914  
**Men's Program** • 913 S. West Avenue • Appleton, WI 54915  
**Veterans and Young Adult Program** • 819 S. West Avenue • Appleton, WI 54915

Revised Apr 2019

**List 3 References (previous landlord, counselor, probation officer, employer, etc.)**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State ZIP

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State ZIP

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State ZIP

**By signing, I verify the above information is accurate to the best of my knowledge and request to be considered for the COTS, Inc. program. I also give permission for COTS, Inc. representatives to obtain and/or release information to/from the references listed above regarding my application to COTS, Inc.**

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

**Please submit written answers to the following questions to further the interview process:**

1. Why do you want to live at COTS?
2. How would you be a good COTS community member?
3. What goals do you want to achieve at COTS?

*\*HUD Definition of Homeless:*

- a) *An individual that lacks a fixed, regular, and adequate nighttime residence; or*
- b) *An individual that has a primary nighttime residence that is:*
  - 1) *A supervised publicly or privately-operated shelter designed to provide temporary living accommodations (including welfare motels, congregate shelters, and transitional housing for the mentally ill)*
  - 2) *An institution that provides a temporary residence for individuals intended to be institutionalized; or*
  - 3) *A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings. This term does not include any individual imprisoned or otherwise detained under an Act of the Congress or a State Law*

<b>** COTS Program Fees ** Effective January 1, 2016</b>		
<b>Program</b>	<b>Security Deposit</b>	<b>Monthly Fee (1<sup>st</sup> year)</b>
Men's Program	\$100	\$275
Women's Program	\$100	\$275
Veterans Program	\$100	\$285
Young Adult Program	\$100	\$285
Single Mothers with Young Children Program	\$100	\$275, plus \$25 per child

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