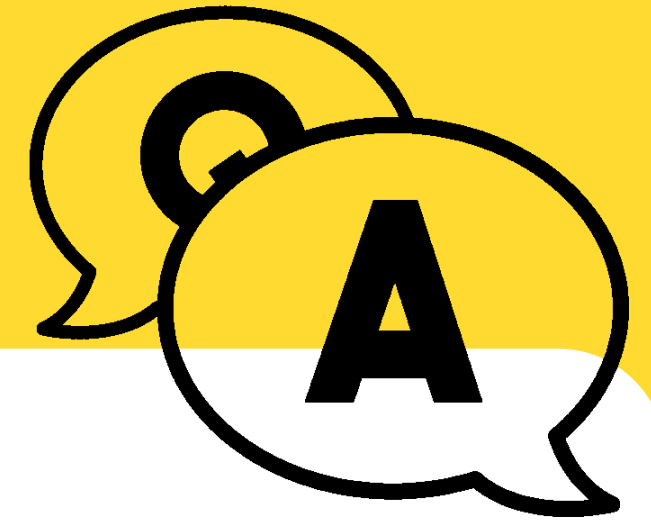


# **SWA HOUSING SUPPORT ONBOARDING**

Let's get visual with our processes!





## **STEP 1:**

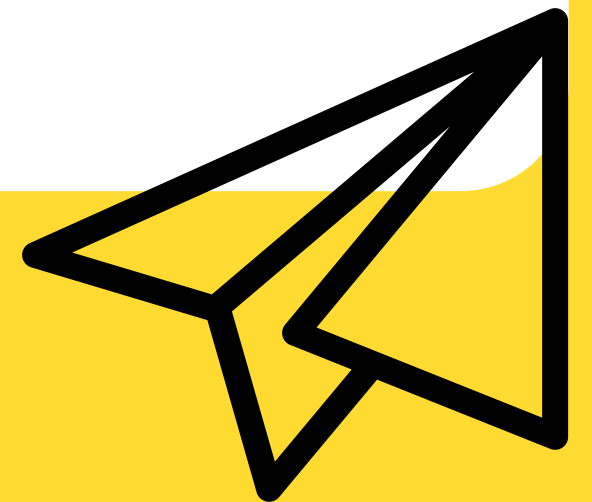
**Initial enquiry made by young person/ young adult**





**STEP 2 :**  
**AN INTEREST FORM IS SENT TO YOUNG PERSON**  
**TO BE COMPLETED**

([HTTPS://DOCS.GOOGLE.COM/FORMS/D/1MWQLGF1FG1RW3SCX49LVBM1OZMGD1H3UMMMLQODN4EM/EDIT](https://docs.google.com/forms/d/1MWQLGF1FG1RW3SCX49LVBM1OZMGD1H3UMMMLQODN4EM/edit))





### **STEP 3:**

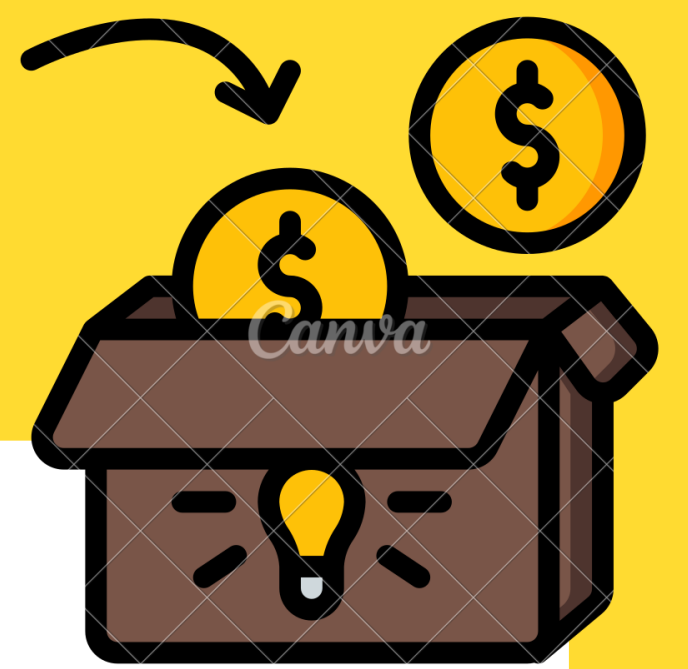
**WELLBEING FACILITATOR (COURTNEY ) WILL THEN CONTACT YOUNG PERSON (BASED ON AVAILABILITY INDICATED) FOR AN INITIAL MEETING TO EXPLORE, ASSESS AND UNDERSTAND THEIR NEEDS SO THEY CAN GET THE MOST OUT OF THE ACADEMY**





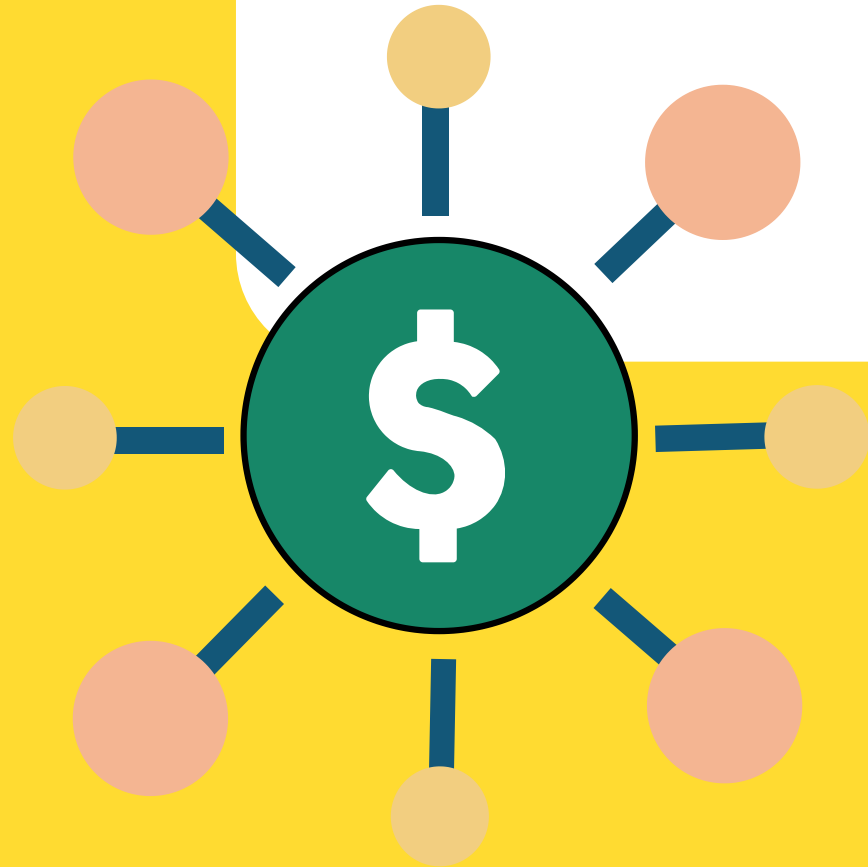
**STEP 3:**  
**WHILST AWAITING THE FORMS, WELLBEING FACILITATOR (COURTNEY) WILL CONTACT THE MOST COMPATIBLE HOUSING/SERVICE TO BRIEF AND FIND OUT AVAILABILITY AND IF WE CAN GET A REFERRAL FORM**



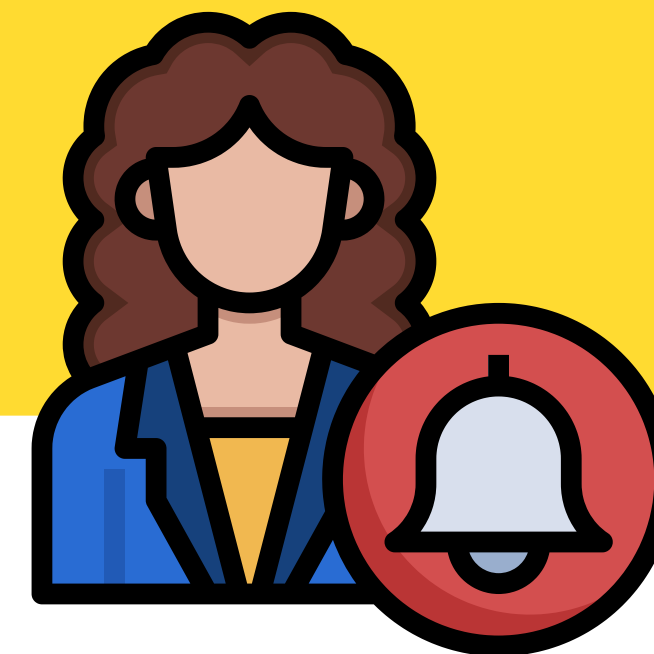


## **STEP 5:**

**IF SUPPORT IS UNAVAILABLE FROM ADDITIONAL SERVICES AND THE YOUNG PERSON IS AT IMMEDIATE RISK OF HOMELESSNESS, THE YP'S BRIEF INFORMATION CAN BE SHARED ON CROWD FUNDER TO HOPEFULLY RAISE SOME MONEY FOR A HOTEL OR A HOSTEL UNTIL A SPOT BECOMES AVAILABLE**





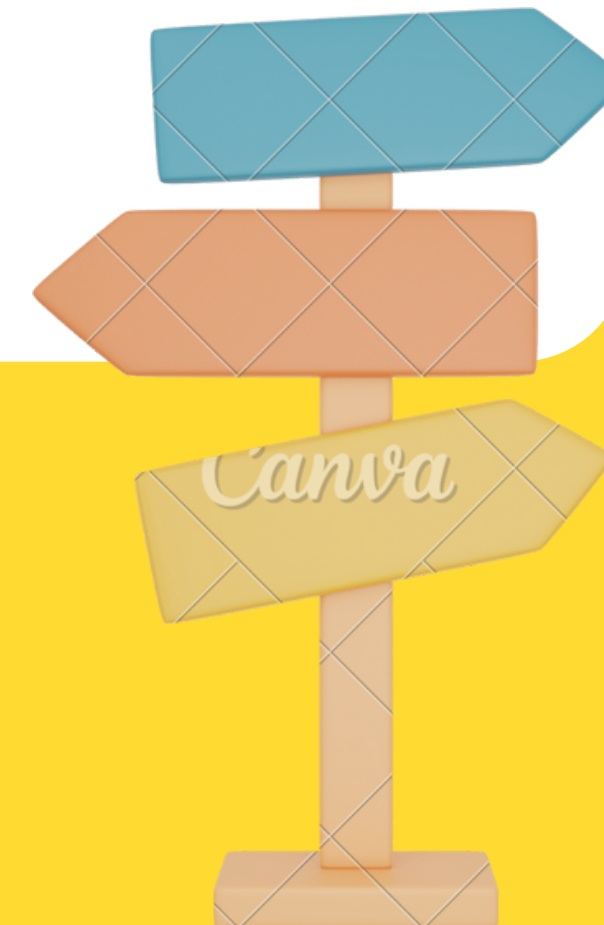


**STEP 6:**  
**ONCE THE SERVICE WE CAN OFFER IS  
CONFIRMED, THE YOUNG PERSON IS NOTIFIED OF  
THE HELP WE CAN PROVIDE AND ADDED TO OUR  
DATABASE**





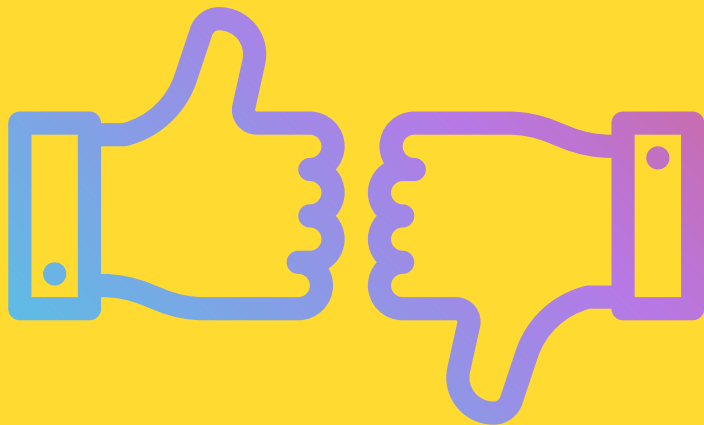
**STEP 7:**  
**THE MEMBER IS SIGNPOSTED TO RELEVANT,  
ADDITIONAL IN-HOUSE (OR EXTERNAL) SERVICES**







**STEP 8:**  
**SWA ADMIN TEAM SENDS A FEEDBACK FORM TO THE YOUNG PERSON , WHICH REQUESTS THEIR FEEDBACK AND A TESTIMONIAL**





**IF THERE ARE ANY ENQUIRES PLEASE CONTACT  
COURTNEY:**

**CONTACT NUMBER: 07713733278**

**EMAIL:HOUSING@SAPPHIREMINISTRIESRTWV,ORG**

