



DEDDINGTON
HOUSING ASSOCIATION
Application for Accommodation

The Deddington Housing Association (DHA) is a Charity registered with the Industrial and Provident Societies Act 1965 No: 19230 and is registered with the National Housing Federation as a registered provider of social & community housing.

The DHA's conditions of entry for our accommodation are:

- For the “aged and/or physically disabled persons in necessitous circumstances within the Parish of Deddington upon terms appropriate to their means”
- Those who can demonstrate very strong links to the Parish
- All tenants must be capable of independent living (or capable of doing so with support from others*)
- Selection is based on the need of suitably qualified applicants.

Important Notes –

- The DHA are **not** care-providers.
- The accommodation is **not** suitable for those who require supported housing
- The accommodation is **not** fully accessible for people with seriously restricted mobility and is **not** wheelchair friendly.
- We **do not accept smokers**.
- We currently **do not accept pets**.

Applicants are advised that failure to disclose any relevant information may prejudice their application. Misleading or inaccurate information may lead to your appointment being set aside at some time in the future and you having to leave the Deddington Housing Association property.

PLEASE ANSWER ALL QUESTIONS – WE CANNOT PROCESS INCOMPLETE APPLICATIONS.

SECTION ONE – ABOUT YOU

Mr/Mrs/Miss/Ms

Surname

First name(s)

Date of Birth Marital status

Current Address

.....

.....

..... Postcode



Length of time at this addressYearsmonths.

Telephone No(s) Mobile

Email

Give your reasons for wanting to leave this address - use additional sheet if necessary.

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Do you Smoke? Yes / No

Do you have any pets? Yes / No If so, what do you have?.....

Please state below how you heard about the DHA

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Please state fully your reasons for wanting to move into the DHA's accommodation – please answer as fully as possible to enable us to assess your need against other applicants – use additional sheet if necessary.

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SECTION TWO – ABOUT YOUR HOME

1. Do you or your spouse own the accommodation you are living in? Yes / No
2. If Yes, what is its present estimated value?
3. What are your intentions regarding your current property if you are appointed to a DHA property?
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4. Do you rent the accommodation you are living in? Yes / No
5. Is your current accommodation owned by;
 - a. Private Landlord Yes / No
 - b. Housing Association/council Yes / No
6. Is it Single level (bungalow/flat) or 2 – storey (has stairs) accommodation (delete as appropriate)
7. How much is your weekly/monthly rent? £..... per week/month

SECTION THREE – HEALTH & SOCIAL FACTORS

Tick as many as you feel applicable

General Health	Hearing	Eyesight	Mobility
Poor	Poor	Poor	Poor
Fair	Fair	Fair	Fair
Good.....	Good.....	Good.....	Good.....

Do you consider yourself to have any physical or mental disabilities?
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Are there any other health or social factors that you would wish the DHA to take into consideration when assessing your application?
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SECTION FOUR – ABOUT YOUR INCOME

Employment; Please give details of any current occupations/employment, including dates & name of employer.

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To enable the DHA to assess your level of need, please provide the following information. This should include details of all sources of income and state how regularly you receive them, e.g. – weekly, monthly or annually.		
	Amount	Frequency
Pensions 1. State retirement pension 2. Any other pension (please detail)		
Social Security benefit 1. Housing benefit 2. Any other benefits		
Other income 1. Income from Employment 2. Annuities/Investments 3. Bank/Building Society deposit account (s) 4. Rental Income from property or land that you own 5. Financial assistance from a friend/relative/grants/trust funds 6. Any other income – please provide detail		

SECTION SIX – DECLARATION

- I understand the DHA's conditions of entry which are as follows
 - For the “aged and/or physically disabled persons in necessitous circumstances within the Parish of Deddington upon terms appropriate to their means”
 - Those who can demonstrate very strong links to the Parish.
- I confirm I am capable of independent living (or capable of doing so with support from others)
- I understand The DHA are **not** care-providers; the accommodation is **not** wheelchair friendly and the accommodation is **not** suitable for those who require supported housing.
- I understand that the DHA **do not accept smokers** and currently, **do not accept pets.**
- I believe that I am eligible to live in one of the Deddington Housing Association properties.
- I declare that the information provided in this application is correct and complete to the best of my knowledge and belief.
- I confirm that I do not have any County Court Judgements (CCJ's) against me, either current, past or expected to have in the future.
- I confirm that I have not been bankrupt in the last 10 years, that I am not currently bankrupt or about to be made bankrupt.
- I agree to the DHA checking my identity & carrying out a full Experian credit check.
- I agree to the DHA taking up references on my behalf from those I have nominated to do so.
- I agree to this information being kept securely by the DHA in accordance with the 2018 GDPR Act.

Your Signature Date

Your Name
(please print name in capital letters)

Witness – must not be a relative or anyone associated with the DHA

Witness Signature

Witness Name Date
(please print name in capital letters)

Address

ALL SECTIONS MUST BE COMPLETED IN FULL – incomplete applications will not be processed.

If you require assistance to complete this form or require it in larger print, please do contact us for assistance.

Please return this completed application form to: Stella O'Neill, Chair DHA, in the reply-paid envelope.

Thank you for completing this application form.

What happens now?

- DHA endeavours to acknowledge your completed application form as soon as possible.
- Once the deadline for applications has passed we will review all applications received and carry out a 'paper-sift'.
- All applications are assessed using a scoring system to assess need which considers the completed application form(s),
- We will only shortlist the applications that most closely meet our criteria based on need.
- If we are unable to progress your application, we will inform you of this and the reason why in writing.
- If you are successful in being shortlisted for Interview, you may be asked to complete further forms giving the DHA more information to enable us to make our decision, take up references, proof of ID, the results of a home visit (where possible), references and feedback from your GP if required etc.
- If we do shortlist your application for interview you will be informed, and a mutually agreeable date and time will be made for your interview.

Data protection – It is part of the Trustees' responsibility to ensure that Applicants for DHA property are suitably qualified under the terms of the Associations governing document and, therefore, the Association will need to investigate the personal circumstances of applicants. The personal data supplied on this form together with other information relating to a DHA appointment, or your care/support management will be held on file accessed only by the DHA chair and administrator. Some details of your application will be checked with relevant organisations, but none will be disclosed without your prior permission. You may have access to your personal information on request. All unsuccessful applications will be destroyed.

***The DHA are not care providers nor providers of supported housing. The DHA provide community housing for the Parish of Deddington. You are required to live independently, but that can include being supported by family, friends, social services, carers etc.**

The Holly Tree Cottages were build some 50 years ago and are currently not wheelchair friendly nor suitable for people with limited mobility; before any formal offer of accommodation is made, applicants will be invited to visit the property to confirm they can access the cottage to ensure they can live independently.