



## **ALMSHOUSE APPLICATION FORM**

### **Appleby Blue Almshouse**

94-116 Southwark Park Road, London SE16 3RR

***PLEASE COMPLETE THIS FORM IF YOU WISH TO APPLY FOR HOUSING AT APPLEBY BLUE –  
EVEN IF YOU HAVE COMPLETED AN APPLICATION FORM FOR US BEFORE***

**To live in our almshouses, you must meet the following eligibility criteria:**

- usually be aged 65 or over
- have been living in Southwark for at least the past 3 years
- have limited income and savings
- be capable of living independently, with assistance from family and carers if necessary

**Our aim is to improve the quality of life of our residents by providing homes, communal spaces, activities and support services that help make a person's last home be their best home. The answers you give will help us understand how much we support we may need to give you now or in the future, in order to make a difference to your life.**

**Important information:** Residents of Appleby Blue almshouse occupy their home as beneficiaries of United St Saviour's Charity and allocated a dwelling by Letter of Appointment. Residents do not become tenants, and a tenancy is not created. If you are unsure how this affects you, please seek advice from the Citizen's Advice Bureau or specialist in housing law.

**Please return this application form to:**

**United St Saviour's Charity**

**16 Crucifix Lane, London SE1 3JW**

**Tel: 020 7089 9014**

**email: [enquiries@ustsc.org.uk](mailto:enquiries@ustsc.org.uk)**

### **What happens next?**

We will contact you to confirm that we have received your application form and let you know the next steps. Please refer to the Privacy Policy at the end of this form to find out how we will use your personal information to assess your suitability and eligibility.

Once we have checked that you are eligible to live at the almshouse, we will arrange to visit you where you normally live to find out more about you, confirm the details on this form, answer any of your questions and understand how we may be able to support you.

## PERSONAL DETAILS

<b>Your full name</b>				
<b>Date of birth</b>				
<b>Partnership / Marital Status</b> Are you single, in a long-term relationship (married, civil partnership, never married or other), widowed, divorced? Please describe in words which suit you.				
<b>How would you describe your gender? (tick)</b>	Male	Female	Other	Prefer not to say
<b>Current Address</b>	Postcode.....			
<b>How long have you lived at this address?</b>  If less than three years, please give former address.				
<b>Telephone number</b>	Landline:			
	Mobile:			
<b>E-mail</b>				
<b>Do you own your home or another property in the UK or overseas?</b>	Yes / No			
<b>Have you sold one in the past 10 years?</b>	Yes / No			
<b>Please circle one of the following which best describes your current situation:</b>	Council Tenant		Housing Association Tenant	
	Renting Privately		Staying with family or friends	
	Homeless		Other	
<b>Please state your weekly or monthly rent amount</b>	£		per week / month	

<p><b>Do you live with anyone else or share a home with them?</b></p> <p>Will you want to live with them at Appleby Blue?</p> <p>Give details and your relationship to them.</p>			
<p><b>What would you say are the main reasons you are looking for a new home?</b></p> <p>e.g. current property too large/small, unmanageable, can't manage stairs, family problems</p>			
<p><b>Please give details of your next of kin or the best person to contact in an emergency.</b></p> <p>Can we discuss this application with them now?</p>	<table border="1"> <tr> <td data-bbox="708 759 1519 1025"> <p>Name</p> <p>Phone</p> <p>Relationship to you</p> <p>Contact now? Yes / No</p> </td> </tr> <tr> <td data-bbox="708 1025 1519 1288"> <p>Name</p> <p>Phone</p> <p>Relationship to you</p> <p>Contact now? Yes / No</p> </td> </tr> </table>	<p>Name</p> <p>Phone</p> <p>Relationship to you</p> <p>Contact now? Yes / No</p>	<p>Name</p> <p>Phone</p> <p>Relationship to you</p> <p>Contact now? Yes / No</p>
<p>Name</p> <p>Phone</p> <p>Relationship to you</p> <p>Contact now? Yes / No</p>			
<p>Name</p> <p>Phone</p> <p>Relationship to you</p> <p>Contact now? Yes / No</p>			

## DAY TO DAY LIVING

<p><b>What support do you need to carry out normal daily tasks, if any?</b></p> <p>What help are you currently receiving? e.g. help with shopping, showering, dressing, preparing meals, housework, cleaning your home? Who provides this help?</p> <p>Is there anything you need that you are <i>not</i> currently receiving?</p> <p>Do you currently have a social services funded care package?</p>	<p>YES / NO</p>
<p><b>Tell us about your health. Do you have any disabilities, or other long-term health issues?</b></p> <p>This can include both physical and mental health issues.</p>	
<p><b>Please tell us about any help you may need with managing your finances.</b> (e.g. paying bills, arranging benefits payments)</p> <p>Do you currently receive support? Who provides this support and what do they do for you?</p>	
<p><b>Do you have friends or family who provide you with care or support?</b></p> <p>Tell us about people who help you and care for you.</p> <p>For example, you may have a neighbour who cooks you a meal, does your shopping, or your sister may help you pay your bills.</p>	
<p><b>Do you provide support or care to another person?</b></p> <p>For example, do you have family members (children or adults) whom you regularly look after?</p>	

## YOUR FINANCES

<b>Pensions</b>	£ (delete one)
State Retirement Pension	week/month
Pension Credit	week/month
Pension paid by a past employer	week/month
Private Pension	week/month
Widow's pension	week/month
Any other pensions - provide details	week/month
<b>Benefits</b>	£
Attendance Allowance	week/month
Disability Living Allowance/Personal Independence Payment (PIP)	week/month
Income Support/Job Seekers' Allowance	week/month
Universal Credit	week/month
Housing Benefit	week/month
Any other benefits/Direct payments	week/month
<b>Other Income</b>	£
Earnings from employment	week/month
Investments	week/month
Other charity grants	week/month
Any other income	week/month
<b>TOTAL INCOME</b>	£ week/month
<b>Savings</b>	£
Bank Account 1.	
Bank Account 2.	
Building Society Accounts	
National Savings Trust	
Premium Bonds	
Shares	
Any other Savings or Assets	
<b>Debts/Loans</b>	
Do you have any debts or loans outstanding? Please provide details or state none	

## ABOUT YOU

### Are you currently working?

If yes, please give details of your present employment, and whether it is full, part-time, casual or an informal arrangement. Please include any voluntary work you do here.

Yes / No

**Current employment, if any**

**Please circle:** Full time/ Part-time/ Casual

### Please briefly describe what you have done during your adult life

e.g. working, raising a family, caring for others, volunteering, activities, hobbies and interests etc

(knowing your background and interests can help us better understand how we can support you)

### Having read our prospectus, please tell us a bit about what most attracts you about living in Appleby Blue Almshouse.

As well as your practical housing needs, we want to know what it is about *this particular place* that attracts you. For example, you might tell us 'I want to live in Bermondsey, near my sister' and/ or 'I would like to live in a place where there is more to do, and I will feel less lonely' etc.

**If it's easier for you to tell us this over the phone, please give us a call on 020 7089 9014.**

### Do you have any unspent convictions under the Rehabilitation of Offenders Act 1974?

If yes, please give details

**Declaration**

- I have read the Charity’s eligibility criteria and believe that I am eligible to apply to live in one of the Charity’s Almshouses. I declare that the information given in this application is correct and complete to the best of my knowledge and belief.
- I understand that if I accept an offer of housing and it is subsequently discovered that I have given false or misleading information or failed to disclose information relevant to my housing application, United St Saviour’s Charity may take enforcement action against me in order to set aside (terminate) any appointment to an almshouse dwelling.
- I accept and understand that if I am appointed as a resident I shall be a beneficiary of the Charity and not a tenant.
- Any weekly/monthly sum I pay will be a maintenance contribution towards the cost of running the almshouse and charity, and not a rent.
- I confirm that I am able to look after myself and to live independently and safely, with the assistance of family and carers if necessary.
- I confirm that I am eligible to reside and claim benefits in the UK.
- I consent to the Charity holding personal data on this form in accordance with Data Protection Regulations.
- I agree that the Charity may contact me by: (please underline all that apply)  
Email    Post    Telephone

Signature .....

United St Saviour’s Charity

July 2021

**Data Protection Statement:** It is part of the Charity’s responsibilities to ensure that applicants for almshouses are suitably qualified under the terms of the Charity’s governing document. The Charity, therefore, needs to investigate the personal circumstances of applicants. The personal data supplied on this form and other information relating to an almshouse appointment or your support needs and management will be held on file. Some details may be checked with relevant organisations since the Charity reserves the right to investigate and verify what you write in this form, but no details will be disclosed for any inappropriate purpose. You may have access to your personal information on request. Please ask a member of staff if you would like further details about how we will process your data.