



# Social Housing Application

*(Confidential)*

*Revised March 2023*



This application CANNOT be processed unless ALL questions are fully answered.

**Complete ALL questions supplying ALL of the requested information. If a question does not apply to your situation, mark N/A in the section. Please provide us with the following:**

- If you or any member of your family is receiving Unemployment Insurance, Worker's Compensation or Social Assistance, a letter from the appropriate official must be attached verifying the amount of the benefit. (Social Assistance Verification Form – Page 8)
- A copy of your Income Tax Assessment showing Line 15000 for the immediate preceding taxation year for each member of your family age 22 years and older.
- Copies of all applicants' Personal Health Care Cards.

**Residency Requirement: Applicants must have lived within The Evergreens Foundation's boundaries for 6 months prior to application.**

If a translator was required to complete this application, provide their name and telephone number:

Translator's Name	Telephone Number
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**For The Evergreens Foundation use only:**

Last Name	First Name	Date Received
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**Applications can be submitted to the following locations:**

Vivian Williams Heritage Court #109, 5238-5th Ave Edson, AB T7E 1R6 Ph: 780-723-7117 Fax: 780-712-7457	The Evergreens Foundation Head Office 101 Athabasca Ave Hinton, AB T7V 2A4 Ph: 780-865-5444 Fax: 780-865-4501	Sandra Gallimore Lion's Sunset Manor 110 West Jasper St. Hinton, AB T7V 1X2 Ph: 780-865-4762 Fax: 780-865-4764	Deborah Bonham P.O. Box 365 5220 49 St Evansburg, AB TOE 0T0 Ph: 780-727-2613 Fax: 780-727-2029
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*The personal information collected through The Evergreens Foundation is for the purpose of subsidized housing or rental benefits. This collection is authorized by section 33(c) of the Freedom of Information and Protection of Privacy Act. For questions about the collection of personal information, contact the FOIP Coordinator at The Evergreens Foundation at 780-865-5444, or mail to The Evergreens Foundation, 101 Athabasca Ave, Hinton AB, T7V 2A4.*

Applicant's Last Name		Applicant's First Name		
Date of Birth		Telephone		
Co-Applicant's Last Name		Co-Applicant's First Name		
Date of Birth		Telephone		
Street		City	Province	Postal Code
Marriage Status				
<input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Common-law <input type="checkbox"/> Separated <input type="checkbox"/> Widowed				

List all persons who will be living with you should your application be approved:

First Name	Last Name	Relationship	Birthdate (DD/MM/YYYY)	Occupation/School Grade

Is a baby expected?	Yes	No
If YES, please provide the estimated due date:		
Are all members listed above Canadian Citizens or Permanent Residents?	Yes	No
If NO, provide copies of immigration papers for members who are not Canadian Citizens or Permanent Residents.		

Do you own or rent your present accommodation?		Own	Rent
Rent/House Payment \$	Do you currently pay utilities?		Yes No
Present Accommodation:			
House	Townhouse	Apartment	Roaming House Hotel/Motel Other:
Rooms in Present Accommodation:		# of Bathrooms	# of Bedrooms
Kitchen	Living Room	Dining Room	
Do you share your accommodation with any person(s) other than listed above?		Yes	No
If YES, how many other persons?	# of Adults:	# of Children:	
What part of the accommodation is shared?			
If you do not pay rent, do you contribute financially?		Yes	No
If YES, please specify:			
Do you require an accessible unit?		Yes	No
Does your current housing pose a Health and Safety risk?		Yes	No
If YES, please specify:			

**Important!** Please enclose a copy of your current year income tax **Notice of Assessment** showing Line 15000.

Income shown on Line 15000 from your current year Canada Revenue Agency (CRA) Notice of Assessment (NoA), for each household member 22 years of age or older.  <i>Not including: live in aids or dependents up to 24 years old who attend a recognized school or education institution full time.</i>	<b>Total for Household</b>	<b>Total for Household</b>
	\$	\$
	\$	
	\$	
Current Rent	\$	Do you pay for utilities in addition to rent?    Yes    No
Total number of household members	# of Adults:	# of Dependants ( <i>children up to 24 years of age</i> ):

Please check off any of the following population groups that apply to members of your household

Indigenous peoples
People with disabilities
Individual fleeing violence or leaving second stage shelter*
At risk of or transitioning out of homelessness*
People dealing with mental health or recovering from addiction*
Youth exiting government care
Veteran
Recent Immigrant or Refugee (in Canada less than 5 years)
Racialized group
Identify with diverse concepts of gender identity and expression or sexual orientation
Any additional information that has changed since you applied? (ex. currently staying at a friend's, current housing is unsafe)

*\*Please contact the Client Services Manager at The Evergreens Foundation if you check this category. Supporting documentation may be required.*

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May we contact your present/previous employers for reference?	Yes	No
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**Current Sources of Income (ie. paystubs)** (write N/A if not applicable)

Source of Income	Name of Family Member	Date (From - To)	Gross Monthly Income
Student Grants/Allowance			
Unemployment Insurance			
Worker's Compensation			
Social Assistance/ Income Support <small>(Child Tax Credit N/A)</small>			
Child Support/Alimony			
Other Income (tips, interest, etc.)			
Department of Veteran Affairs			
Old Age Security			
Canada Pension			
Guaranteed Income Supplement			
Alberta Seniors Benefits			
Company or Group Pension			
Income from Self Employment			



## Social Assistance Verification Form

I, \_\_\_\_\_, authorise Alberta Supports to provide the following information to The Evergreens Foundation.

\_\_\_\_\_  
Signature

**For use by the Applicant's Support Worker** *(Please ensure all questions are answered completely)*

Type of Assistance (check one):	Assured Income for the Severely Handicapped	Income Supports
Is this individual on short-term or long-term assistance? (please explain)		
Short-term:		
Long-term:		
Family Composition:	# of Adults:	# of Dependants:

Rental payments are developed in co-operation with Alberta Supports. Please provide the following:

Total Income Support Amount: \$	Total Core Shelter Amount: \$		
Will this rent amount have the effect of cancelling Social Assistance?		Yes	No
Amount of Assistance Presently Being Paid: \$	Third Party Landlord?	Yes	No
Please provide any additional information that would be helpful in determining if this client requires improved or special housing:			

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number

**Please send the completed form to:**

Vivian Williams (Social Housing Manager)

Ph: 780-723-7117

Fax: 780-712-7457

Email: edson.sh@theegf.com



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## Applicants Acknowledgement

I understand that this is an application for accommodation and not an agreement on the part of The Evergreens Foundation to provide me with rental accommodation.

I further acknowledge the right of The Evergreens Foundation, at any time prior to the execution and delivery to me of a lease, to withdraw, or cancel without penalty or liability for damages or otherwise, any prior approval of this application.

I authorize The Evergreens Foundation to investigate all the statements made in this application, being aware that discovery of any false statement may cancel any further consideration of this application.

I further agree that I am obligated to advise The Evergreens Foundation, in writing, of any changes in family composition, gross family composition, gross family income, assets, employment or change of address should occur.

I understand that this information is being collected under the authority of the Freedom of Information and Protection of Privacy ACT (32-C) as is required for the purpose of administering a housing program. Any questions or concerns regarding the use and/or handling of my personal information should be directed to the FOIP Coordinator at The Evergreens Foundation.

That I/we have resided in the Province of Alberta \_\_\_\_\_ years of my/our life/lives and in The Evergreens Foundation boundaries (Hinton, Edson, Jasper, MD of Greenview No. 16 (Grande Cache), Yellowhead County, Parkland County West of the Seba Beach turnoff) for \_\_\_\_\_ years.

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Applicant Signature

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Applicant Printed Name

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Date