## Allocation and letting criteria

## Allocation criteria

Farnborough Court flats and bungalows are independent accommodation within a secure, friendly environment for people aged over 55 years.

## Allocation considerations

- **1.** Single applicants aged over 55 years old but under 66 years old will be considered for a one-bed flat or bungalow.
- 2. Joint applicants over 55 years but under 66 years will be considered for a two-bed flat. The applicant must have specific medical needs or require a carer to stay over otherwise they may be liable for 14% of the rent due to bedroom tax. Applicants as part of the letting process will be referred to our Welfare Benefits Team who will outline medical evidence required.
- 3. Any applicant over 66 years old will be exempt from bedroom tax.
- **4.** Due to the nature of the main building, dogs and roaming cats will not be permitted. Applicants of any age with a dog or roaming cat will only be considered for a bungalow, limited numbers of bungalows will mean a waiting list will have to operate and allocated on the basis of need (housing and health).

## **Letting process from Monday 1 July 2024 onwards**

- 1. Fully complete Expression of Interest Form (EOI).
- 2. Once the EOI form has been returned and reviewed a Needs and Risk Assessment appointment will be booked with the applicant. The ILOP Manager or Scheme Manager will be in touch to organise.
- **3.** The Needs and Risk Assessment will include advice on welfare benefits if required.
- **4.** Once the EOI and N&R Assessment has been reviewed a decision to allocate or reject will be made and applicants will be informed by telephone.
- **5.** Allocation process
  - Choose a flat/bungalow location from the architect plans.
  - Receive an offer letter that will confirm details about potential move in dates.
  - Visit Farnborough Court when show flats are ready to view. There will be a ground floor one-bedroom flat (with furniture) and two-bedroom flat without furniture.







