

**Application Form**

**£2,000.00 Independent Living Payment Grant**

**(Independent Housing)**

**Payment is available to support Homes for Ukraine Guests hosted in Suffolk, to assist with costs involved with setting up independent living.**

Before applying, please check whether you fit the criteria below:

* Guests must be moving from their Suffolk host or sponsor into independent housing after the 1st of April 2023.
* Guests must be registered on the Homes for Ukraine sponsorship scheme.
* Guests must have been living with a sponsor or host under the Suffolk Homes for Ukraine scheme for a minimum of two months.
* You have a valid, current UK bank account in your own name.
* You are able to provide a signed, correctly dated and current tenancy agreement for the address you are claiming for.
* Only one claim can be made per new household moving into independent living accommodation.
* This form must be completed in full, with the claimants’ details.
* You have not made a previous claim for the Independent Living Payment
* Suffolk County Council reserves the right to claim back any Independent Living Payment made to guests who fail to leave the host or sponsor property to move into independent accommodation. All payments are subject to the guest meeting the set criteria and providing a valid, signed and dated legal tenancy agreement.

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| **Claimant’s full name** | Click or tap here to enter text. |
| **Telephone number And Email address** | Click or tap here to enter text. |
| **Current address** | Click or tap here to enter text. |
| **How long have you lived at your present address?** | Click or tap here to enter text. |
| **Address of property you are claiming for?**  (Full details including postcode of address you are moving to) | Click or tap here to enter text. |
| **Proposed Date of Move** | Click or tap here to enter text. |
| **Bank Details**  (Full name of account holder, Bank account number, sort code and name of bank you would like the payment to be made to) | Click or tap here to enter text. |
| **Tenancy Agreement provided?** | Click or tap here to enter text. |
| **Declaration** | I hereby declare that the information stated above is true to the best of my knowledge and that I have provided a valid and legitimate tenancy agreement. |
| **Signature of Claimant, and date** | Signed: Click or tap here to enter text.  Date: Click or tap here to enter text. |
| **Completed Forms should be returned to:** | [refugeesupport@suffolk.gov.uk](mailto:refugeesupport@suffolk.gov.uk)  Please also direct any queries you have in relation to your application through this email address. |
| Office use only | |
| **Tenancy Agreement** | Is it signed and dated? Click or tap here to enter text.  Date of tenancy? Click or tap here to enter text.  Do the details of guest and address match the claim? Click or tap here to enter text.  Copy attached? Click or tap here to enter text. |
| **Notes** | A one off £2,000 grant for those moving to independent accommodation, one claim per new household moving into independent living.  Claimed by the guest on completion of the claim form and providing of the evidence.  Paid on completion of evidence checks and receipt of fully completed form and evidence.  Guests must have been living in the county of Suffolk for a minimum of two months and be registered on the Suffolk Homes for Ukraine scheme.  We will make payment for guests wishing to move out of Suffolk if required but they will still need to provide a full tenancy agreement which is signed and dated from landlord or landlord agent.  Rented accommodation can be furnished or unfurnished.  Guest must be able to provide the relevant information and evidence to be eligible.  All claims must be for moves into independent living after the 1st of April 2023 (no retrospective claims can be processed)  Guest needs to provide the following:  • Full tenancy agreement which is signed and dated by both landlord or landlord agent and lead guest.  • Full UK Bank Account details with the name of the lead guest. |

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| **Your Personal Information**  Suffolk County Council is committed to protecting your privacy and will treat your personal data in line with the General Data Protection Regulation (GDPR) and subsequent, revised UK data protection law. Information submitted by you will be used to enable the council to provide the services or information you have requested. Your information will not be used for other purposes or supplied to third parties except in accordance with the law.  You can read our **COVID-19**, corporate and service specific [**privacy notices**](https://www.suffolk.gov.uk/about/privacy-notice/) for more information.  **Your rights**  **Requesting access to the information we hold about you.**  You can make your request, either verbally or in writing.  If you wish to make a written request, please send it by email to [**data.protection@suffolk.gov.uk**](mailto:data.protection@suffolk.gov.uk) |
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