

COMMUNITY HOUSING PROGRAM

Information & Eligibility

1. **ELIGIBILITY**

a. **CITIZENSHIP**

- ☐ Canadian Citizen
- ☐ Permanent Canadian Resident
- ☐ Ukrainian Evacuee
- ☐ Refugee sponsored by the Government of Canada
- ☐ Immigrant or Refugee whose private sponsorship has broken down

b. **ASSETS**

- ☐ Have a total household asset value, after exemptions, of less than \$25,000.00
- ☐ The exemptions to asset value are:
 - Equity in one (1) motor vehicle that is not primarily used for recreation
 - Clothing for personal use
 - Furniture, household furnishings, and household appliances for personal use
 - A motor vehicle that is specially adapted to accommodate a disability of a household member
 - Assets in Pension Funds, RDSP (Registered Disability Savings Plans), RESP (Registered Education Savings Plans), RRSP (Registered Retirement Savings Plans), RRIF (Registered Retirement Income Fund), or TFSA (Tax Free Savings Account)
 - Tools, implements, or equipment, including, agricultural equipment and supplies, reference materials, or supplies necessary for the profession, trade, or calling of a household member
 - Any assets of the household that are held by a Trustee in Bankruptcy
 - Payments or refunds from the Governments of Alberta or Canada to compensate for losses or damage including stemming from natural disasters
 - A settlement payment from the Governments of Alberta or Canada
 - A payment or refund designated by the Minister that is received directly or indirectly from the Governments of Alberta or Canada

c. **RESIDENCY**

- ☐ Applicants are prioritized according to residency as follows:
 - Residents within Mountain View County, or
 - Previous residents of Mountain View County, or
 - Those with immediate family members who are:
 - Residents of Mountain View County
 - Residents of Alberta
 - Residents of Canada

d. **INCOME**

- ☐ Unable to find suitable rental housing for less than 30% of household income
- ☐ Annual household income is below the Income Threshold stated by the Government of Alberta: [2025 Income Thresholds](#)
- ☐ Income Threshold eligibility is calculated in accordance with Legislation to determine Core Housing Needs, and if you meet all other eligibility requirements, our office will calculate this for you.

2. DOCUMENTS REQUIRED FOR INCOME VERIFICATION

- ☐ Copy of previous year's Notice of Assessment showing line 15000 for ALL household members over the age of twenty-two (22)
- ☐ AISH (Assured Income for the Severely Handicapped) Personal Benefits verification
- ☐ T5's for withdrawals from RRSP, RRIF, or Annuity Principal
- ☐ T4E for EI (Employment Insurance) Family Supplement
- ☐ One (1) time payments from the Governments of Alberta or Canada
- ☐ Current bank statements, or balances, from all bank accounts held by the applicant
- ☐ Three (3) months of previous paystubs *may* be required in certain circumstances

3. ADDITIONAL INFORMATION

- ☐ Additional documentation in any of the above categories *may* be required in certain circumstances

4. NEXT STEPS

- ☐ Please answer ALL questions on the Application Form. If a question does not apply, then please indicate N/A (not applicable)



**Once you have gathered the required documents,
Please book an appointment with our Housing & Admissions Department:
Phone: (403) 556-2957 ext. 731 OR 708 / Email: admissions@mvsh.ca
** Applicants are seen by Appointment Only ****

Community Housing - Application to Determine Eligibility and Prioritization

Application Date: _____

Applicant's Name: _____

Mailing Address: _____

Street Address: _____

Email: _____ Phone/cell: _____

How did you hear about the Community Housing Program? _____

HOUSEHOLD COMPOSITION

First Name	Last Name	Date of Birth	Age	Gender	Citizenship (Canadian Citizen, permanent resident, sponsored refugee, or Ukrainian evacuee)	Relationship to Applicant

Are any household composition changes expected in the coming year? ____ **YES**, ____ **NO**

OPTIONAL - Does anyone in your household identify as a member of these populations, defined by Ministerial Order #H:025/2022 (Follow-up with your social worker may be required).

☐ Physical or developmental disability

☐ Fleeing violence

☐ Veteran

☐ Mental health or addiction

☐ Racialized or Indigenous

☐ Diverse sexual orientation, gender identity or expression

☐ People at risk of homelessness or transitioning out of homelessness supports

☐ Recent immigrants and refugees

☐ Youth exiting Government care

CURRENT HOUSING SITUATION

Type of housing (house/duplex/apartment/mobile home, legal basement suite, townhouse etc.): _____

Number of bedrooms: _____ Municipality: _____

Monthly Rent: \$ _____ Does the rent include utilities? ____ **YES**, ____ **NO**

Does this house have its own kitchen & bathroom? ____ **YES**, ____ **NO**

RESIDENCY

- ___ **YES**, ___ **NO** 1) Do you currently live in Mountain View County, or one of the municipalities within Mountain View County?
- ___ **YES**, ___ **NO** 2) If NO to the question above, have you previously lived in Mountain View County or one of the municipalities within Mountain View County?
- ___ **YES**, ___ **NO** 3) If NO to the questions above, do you have immediate family members who currently are:
- ☐ Residents of Mountain View County? or,
 - ☐ Residents of Alberta? or,
 - ☐ Residents of Canada?

ASSETS

Please declare the total value of all assets and investments owned by your household.

Personal clothing, furniture, household furnishing, and appliances, and your primary vehicle or a vehicle adapted to accommodate the disability of a household member are NOT considered assets.

Any household assets held by a trustee in bankruptcy, pension funds, payments from the Government of Alberta or Canada, RDSP, RESP, RRSP, TFSA, and RRIF are NOT considered assets.

Any tools, implements or equipment necessary for the profession or trade of a household member are NOT considered assets.

Description	Value
Bank accounts	
Real estate – land or buildings	
Recreational Vehicles	
Additional vehicles (year/make/model)	
Other	

INCOME

- A) Household income must be below the threshold for the municipality in which the household makes the application.

Please provide the following information from the most recent income tax returns and Canada Revenue Agency Notice of Assessments:

	Applicant	Household Member #2	Household Member #3	Household Member #4
Year of NOA				
Line 15000				
Deduct:				
Withdrawals from RRSP, RRIF				
Annuity payments				
\$1,200 for households with dependent children				
AISH personal benefits				
Rent Assistance Benefit payments				
One-time government payments				
Total Income				
Total Annual Household Income				

- B) Applicants are considered in core housing need if suitable accommodation costs more than 30% of the household's total income.

FOR OFFICE USE ONLY

Social Insurance Number	
Total Annual Household Income	
Total Monthly Household Income	
30% of Monthly Income	
Lesser of Actual Rent or Market rent for Suitable Housing based on household composition	

APPLICANT'S DECLARATION AND CONSENT

All household members 18 years and older MUST sign the application. The application cannot be processed without these signatures.

1. I/we authorize Mountain View Seniors' Housing (MVSH) to make any inquiries necessary to any government office, organization, agency, or individual for the purpose of verifying the information provided in this application.
2. I/we authorize MVSH to contact and receive information from current and/or previous landlords to complete reference checks for the purpose of assessing suitability and eligibility as a prospective tenant through the Community Housing Program.
3. I/we understand that this personal information is being collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act. Questions regarding the collection of personal information can be directed to the FOIP Coordinator at MVSH at 403-556-2957

4. I/we understand that:

- a. This application is not an agreement on the part of MVSH to provide me/us with housing under the Community Housing Program.
- b. Failing to respond to requests for additional information may result in your application being cancelled.
- c. Providing false information to MVSH may result in your application being cancelled or no longer being eligible.
- d. If I/we are being considered for available housing, MVSH may need additional information to make sure that my/our information is up to date, to ensure that our household is still eligible for the benefit.
- e. It is my/our responsibility to keep MVSH updated with any changes to my/our household circumstances, including, but not limited to, changes in contact information, address, household composition, or income.

Date: _____

Signature of Primary Applicant

Signature of Witness

Signature of Co-Applicant

Signature of Witness

Signature of Co-Applicant

Signature of Witness

Signature of Co-Applicant

Signature of Witness

Signature of Co-Applicant

Signature of Witness