



VICTORIA NATIVE FRIENDSHIP CENTRE HOUSING

120C Gorge Road East, Victoria, BC V9A 1L3

Phone: (250) 383-1283

Fax: (250) 590-0717

VNFC Housing Application - 2021

Victoria Native Friendship Centre welcomes Indigenous Families, Elders, Independent people who are working or students to a safe and healthy community complex, a place to call home. Fernwood House is located at 1321 Fernwood Road has 8 self-contained, 2 bedroom units; and Siem Lelum is located at 120 Gorge Road East has 41 self-contained; ranging from studios to 3 bedroom units.

National Occupancy Standards

- There shall be no more than 2 or less than 1 person per bedroom.
- Spouses and couples share a bedroom.
- Parents do not share a bedroom with children.
- Dependents aged 18 or more do not share a bedroom.
- Dependents aged 5 or more of opposite sex do not share a bedroom.

The following guidelines are used when applying the National Occupancy Standards:

- In recognition of a variety of co-parenting arrangements, a dependent child who resides with their parent(s) a minimum of 40 per cent of the time will qualify as a permanent member of the household when determining eligibility and appropriate unit size.
- Single applicants (seniors or people with disabilities) are eligible to apply for studios and one-bedroom units.
- Couples (two individuals) are only eligible to apply for one bedroom units, as they would be under-housed in a studio unit.

Affordable Housing Income Limits (CMHC - Victoria - 2021)

- 1Bd - \$44,500, 2Bd - \$59,500, 3Bd - \$78,500

A Few Important Guidelines

- **Please fill in all required information; only completed applications will be considered**
- No pets allowed
- No alcohol/drugs or smoking of any combustibles allowed on the premises at all times
- Facilities have shared coin operated laundry facilities, no laundry permitted to hang on banisters/windows/outside
- Utilities are extra
- All Youth (19-25) must be must be working or going to school
- There is no on-site parking at Fernwood House and very limited parking onsite at Siem Lelum with a waitlist for current tenants
- Tenants are encouraged to keep areas clean and sanitary as we all want to be proud where we live and play
- Children must be supervised at all times
- 1 guest may stay with you for a total of 14 calendar days
- Ready to Rent completion is required

Victoria Native Friendship Centre acknowledges that some of the information on this application may be sensitive and will be reviewed in confidence.

“VNFC respectfully acknowledges the territory of the Lekwungen Peoples on whose land we live, work and play.”



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Submit your completed application along with copies of supported documents to one of the following:

- VNFC Rental Housing Office – 120C Gorge Road East
- VNFC – 231 Regina Ave
- Fax – 250.590.0717
- Email – jen.w@vnfc.ca

Keep us updated:

Your live application is active for 6 months in our database; you will receive an email letter from our office with your reference number. Please contact our office if any of the following information changes:

- Contact number, email
- Income source
- Living circumstances change
- Our office requires applicant to update when the 6-month term of active application to reactivate

PLEASE PRINT CLEARLY

OFFICE USE ONLY	
REFERENCE # _____	DATE _____

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1a. APPLICANT & CONTACT INFORMATION

Last Name	First Name	Middle Name/s	
Street Address	City	Province	Postal Code
Home Phone	Cell Phone	Email	

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Street Address	City	Province	Postal Code
Home Phone	Cell Phone	Email	

1b. AUTHORIZED CONTACT PERSON/S

If you are currently working with a VNFC Team – Family, youth, housing outreach, etc or support worker or MFCDC social work and you give permission for your support worker to advocate for you

Last Name	First Name	Phone Number	Organization
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2a. HOUSEHOLD INFORMATION

Last Name	First Name	Relationship	Birth Date (dd/mm/year)	Age	Gender
		Self			

2b. DO ALL OF THE PEOPLE LISTED LIVE WITH YOU FULL TIME

YES NO (Please provide information for persons not living full time with you)

Name	# of days per week	Shared Custody (Yes or No)	If not shared custody, why are they not living with you full time?

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2c. DO YOU EXPECT THE NUMBER OF PEOPLE LIVING WITH YOU TO CHANGE IN THE NEXT 12 MONTHS? (Pregnancy, family joining, family leaving, child in care)

YES NO

If yes, please explain and provide dates of expected change;

3. Indigenous Ancestry

Applicant	Do you identify as indigenous?	Yes	No		Status	Non-Status	Metis	Inuit
	Name of Band	Location of Band			Phone Number			
Applicant								

4. HEALTH & DISABILITY

Name	Explain health condition, disability, mobility

5. INCOME INFORMATION List gross monthly income {before deductions} for all members of your household age 19 and older from all sources.

Name	Income Source – Employment, EI, Pension, Band/School	Monthly Gross \$ Amount
		\$
		\$
		\$
		\$
	Total gross monthly income for all household	\$

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5b. Do you receive a monthly cheque from Ministry of Social Development & Social Innovation?

YES (please provide information below)

NO

Name	Monthly Amount	PWD	Employable	PPMB
	\$			
	\$			

5c. EMPLOYMENT INFORMATION

Name	Employer	Duration of Employment	Manager's Name	Phone Number

5d. HOUSEHOLD ASSETS (include all current values)

Name	Cash/Bank	RRSP/RESP	Stock/Bond/Term	Real Estate	Other

6. REGISTERED IN SCHOOL

(dependents between age 19-24 must be registered full-time in school)

Name	Registered Full time	Name of School	Program	Length of Program	Date of Completion

7. PREVIOUS RENTAL HISTORY & LANDLORD INFORMATION

7a. Tenant Your information of where you lived in the last 5 years

Address (full)	Duration of Rental	Landlord Name	Phone Number	Reason for leaving

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Other adults (over the age of 19) who have lived with you for less than a year;

Address (full)	Duration of Rental	Landlord Name	Phone Number	Reason for leaving
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7b. PREVIOUS TENANT OF SUBSIDIZED/AFFORDABLE HOUSING

Please provide information if you have previously rented from all subsidized/affordable housing

Name of Housing Provider	Address	Reason for leaving
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7c. MONIES OWING FROM PREVIOUS RENTALS

YES (please provide information) NO

How much is Owing?	Do you have a repayment plan?	Did you provide a copy with application?
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8. CURRENT ACCOMMODATION (Please describe your current accommodation)

Please state:

Your currently monthly rent \$ _____ Does your rent include heat Yes No

Current monthly hydro bill \$ _____

Describe your current accommodation:

- | | | |
|---|---|---|
| <input type="checkbox"/> Apartment | <input type="checkbox"/> House/Duplex/Townhouse | <input type="checkbox"/> Basement Suite |
| <input type="checkbox"/> Room & Board | <input type="checkbox"/> Trailer | <input type="checkbox"/> Car |
| <input type="checkbox"/> Hotel/Motel | <input type="checkbox"/> Housekeeping Room | <input type="checkbox"/> Living with Others |
| <input type="checkbox"/> Other (please explain) _____ | | |



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What is your current housing:

- Rent
 Own
 Share Expenses
 Have Free Accommodation
 Live in a Co-op
 Other (please explain) - _____

The number of bedrooms your family currently occupy. _____

- Is your bedroom: Shared Private
 Kitchen: Shared Private None
 Outdoor Play Area: Yes No
 Laundry: Shared Private None

Are you under notice to end your present Tenancy? Yes No

Please explain reason for moving:

If you are not under notice to end your present Tenancy, why do you wish to move

- Repairs required? Yes No
 High rent? Yes No
 Overcrowded? Yes No
 Children allowed? Yes No

9. RENT SMART (Previous name is Ready to Rent)

Do you obtain a Rent Smart certificate?

<input type="checkbox"/> YES (please attach a copy)	<input type="checkbox"/> NO (but I'd be willing to take course)
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10. REFERENCES

(Please provide 2 previous landlords or personal references)

Last Name	First Name	Phone Number
Address:		Duration of Tenancy:
Reason for Leaving:		

Last Name	First Name	
Address:		Duration of Tenancy:
Reason for Leaving:		



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DECLARATION: Please read and sign this statement

I/We declare:

- This is my/our application; and
- All the information in it is correct and complete to the best of my/our knowledge and belief.

I/We authorize:

- Pursuant to the Freedom of Information and Protection of Privacy Act (the FOI Act), Victoria Native Friendship Centre to make any inquiries that are necessary to verify the information given in this application; and
- Pursuant to the FOI Act, any person, corporation or social agency to release to Victoria Native Friendship Centre any information pertinent to the assessment of my/our application; and
- Victoria Native Friendship Centre to receive and exchange with credit bureaus and my/our previous Landlords credit and other information about me/us, to be used in the decision-making process to provide me/us with rental accommodation.

I/We understand:

- That this application does not constitute any agreement on the part of Victoria Native Friendship Centre to provide me/us rental accommodation; and
- That it is my/our responsibility to advise Victoria Native Friendship Centre of any changes to the information given in this application and to provide any supporting materials required for my/our application

Signature of Applicant	Date
Signature of Applicant	Date