



SENIORS RENTAL ACCOMMODATION

Information for Applicant

Thank you for your interest in rental accommodations for Seniors in the Regional Municipality of Wood Buffalo (RMWB). To be eligible for seniors housing you must:

- Be a minimum of 65 years of age. If a couple is applying for housing at least one of the applicants must be 65 years of age.
- Must be a resident of the RMWB for a minimum of three (3) months.
- Be functionally independent, or functionally independent with the assistance of community-based services.
- Total annual income must be below the income threshold for the Municipality, where the social housing accommodation applied for is located. (Seniors Self-Contained Only).

Rotary House, Legion Manor, Araubasca House, Woodsmoke Elders Lodge and Ayabaskaw Home provide safe, pleasant, affordable housing in an environment promoting independence.

To assist you in completing the application process, the following information and forms are attached:

- Aging with Dignity – Seniors rental Accommodation Application Form**
- Rotary House General Information Sheet**
- Rotary House Fee Guide**

Applicants for Rotary House must also submit the '**Aging with Dignity – Medical Assessment Form**'. All completed applications for seniors' accommodation must be submitted to:

Rotary House Seniors Lodge
10116 Fraser Avenue
Fort McMurray, AB T9H 5E9
Or fax to 780-791-1173

Seniors Self-Contained (Legion Manor, Araubasca House, Woodsmoke Elders Lodge, Ayabaskaw Home)

Individuals applying for seniors' self-contained will be contacted by a representative of Wood Buffalo Housing (WBH) for a personal interview once the completed application form has been received, reference checks completed, and we have a vacancy.

Lodge Accommodation (Rotary House)

For individuals applying for accommodations at Rotary House, to assist us in processing and adjudicating your application as quickly as possible, it is important for you to follow the following steps:

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- Complete the application and medical assessment forms in their entirety and return them to **Rotary House, 10116 Fraser Avenue, Fort McMurray, AB T9H 5E9**. The forms may also be faxed to 780-791-1173.
 - A representative from WBH will contact you and/or your family for a personal interview once the completed application form and medical assessment have been received and we have a vacancy.

As this process will take some time to complete, your cooperation is appreciated in following all steps completely and timely for us to assist you in a smooth transition to Rotary House. If you require additional information or clarification, please contact Rotary House administration at 780-791-1160.

FREQUENTLY ASKED QUESTIONS

What is the difference between Self-Contained and Lodge?

- Self-Contained housing has kitchens for you to do your own cooking and you are responsible for your own cleaning, like living in any apartment building. However, this property is dedicated to seniors.
- In a Lodge, you have a private room with your own washroom, meals are provided in the common dining area, there is weekly housekeeping, and non-medical staff are available 24 hours a day.

How long is the wait?

- Applicants are prioritized based on their needs. If you have high housing and service needs and are flexible about location the wait time could be shorter. If you only want a specific location and your need is relatively low, then your wait could be longer.

Can I apply before I'm 65?

- You must be 65 to apply for Self-Contained and Lodge. For couples, one person needs to be at least 65 years of age.

Do I need a medical before applying for Self-Contained or Lodge?

- A medical is required for Rotary House Lodge. You can submit the application if a medical is to follow soon, but we cannot add you to our waiting list until the application and the medical is complete.
- No medical is required for Self-Contained.

Are pets allowed?

- Pets are not permitted at the Lodge, but **cats** are permitted in the self-contained if they are registered in the *9 Lives Program* through the Fort McMurray SPCA.

Do you have medical staff?

- No. Individuals requiring medical supervision are not eligible for our accommodations as we do not have medical staff at any of our locations. Seniors living at Self-Contained, and Lodge must be functionally independent. Many of our residents do receive Home Care from Alberta Health Services, but that must be arranged by the resident.

How do I become a Home Care client?

- You must first call North Zone Home Care at 1-855-371-4122. Once you are registered, they will assign you to a case manager.

What will being a Home Care client mean at the Lodge or Self-Contained?

- A home care client only means that they have scheduled care, **NOT** constant care throughout the day 24/7. You are required to be functionally independent; home care is a tool to assist you so that you can remain in the Lodge/Self-Contained for as long as possible.

What is functional independence?

- Functional independence is the physical, mental, and emotional ability to look after your own personal needs and be able to interact socially with other residents.
- Some examples of **functional independence** include:
 - Able to maintain your room in a tidy condition.
 - Live amicably with fellow residents and staff.
 - Willing to follow the residential lease and or terms of occupancy agreement.
 - Maintain appropriate personal hygiene.
 - Able to get from your room to the dining room for meals without assistance.

AGING WITH DIGNITY

Seniors Rental Accommodation Application

Requirements:

- Must be a minimum of 65 years of age or, if a couple, at least one applicant must be 65;
- Must have resided in the Regional Municipality of Wood Buffalo for a minimum of three (3) months;
- Must provide the following information:
 - a copy of the annual Notice of Assessment from the previous year's taxes.
 - return completed application to:

**Rotary House Seniors Lodge
10116 Fraser Avenue
Fort McMurray, AB T9H 5E9**

Note: This application is valid for a period of one (1) year from date of receipt.

This application will NOT be processed unless ALL questions are fully answered and provided with COPIES of:

- **ALBERTA HEALTH CARE CARD(S)**
- **MOST RECENT NOTICE OF ASSESSMENT; AND**
- **PHOTO ID**
- **PROOF OF CANADIAN CITIZENSHIP**

The personal information in this form is being collected by Wood Buffalo Housing under section 33 (C) of the Freedom of Information and Protection of Privacy Act for the purpose of administering applications for subsidized housing or rental benefits. If you have questions regarding the collection of this information, please contact Management at 780-791-1160 or by mail at 10116 Fraser Avenue, Fort McMurray, AB T9H 5E9.

If a translator was required to complete this application, please provided the following:

NAME: _____

PHONE NUMBER: _____

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Application for Accommodation

- APPLYING FOR:
- Seniors Accommodation (Legion Manor, Araubasca House)
 - Rotary House **(Medical Assessment Required)**
 - Woodsmoke Elders Lodge (Anzac)
 - Ayabaskaw Home (Fort Chipewyan)
-

Applicant Information (please print):

File No. _____

Date: _____

Surname: _____

First Name: _____

Current Address: _____

Permanent Address: _____

Phone (Home): _____

Phone (Alternate): _____

Date of Birth: _____

Email Address: _____

Spouse/Common Law Partner Information: (if applicable)

- Please check appropriate box:
- Spouse
 - Friend
 - Family Member (specify) _____
 - Other (specify) _____

Surname: _____

First Name: _____

Current Address: _____

Permanent Address: _____

Phone (Home): _____

Date of Birth: _____

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Application for Accommodation

If you are unavailable at the telephone number provided, please identify an alternate contact person:

Name

Telephone Number

Type of accommodation applying for:

Please check appropriate box:

Single Occupancy

Double Occupancy

Wheelchair Accessible

Who referred you to Housing for Seniors:

Please check appropriate box:

Family

Doctor

Home Care

Advertisement

Other

Hospital/Care Centre

Family Community Support Service

Next of Kin:

Surname: _____

First Name: _____

Current Address: _____

Phone (Home): _____

Phone (Alternate): _____

Relationship: _____

Email Address: _____

AGING WITH DIGNITY

Application for Accommodation

Alternate Contact:

Surname: _____

First Name: _____

Current Address: _____

Phone (Home): _____

Phone (Alternate): _____

Relationship: _____

Email Address: _____

Family Doctor:

Name: _____

Current Address: _____

Phone: _____

Last Will and Testament:

Do you have a will in place? Yes No

A copy of your Last Will and Testament will be requested prior to moving in.

Personal Directive:

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Application for Accommodation

Trusteeship/Guardianship:

Not Applicable

Do you have a Guardian?

Yes No

If yes, please specify:

Name

Phone Number

Do you have a Trustee?

Yes No

If yes, please specify:

Name

Phone Number

Someone with Power of Attorney?

Yes No

If yes, please specify:

Name

Phone Number

Residency:

How long have you lived in Alberta? _____

How long have you lived continuously in the Regional Municipality of Wood Buffalo? _____

Citizenship:

Are you a Canadian Citizen?

Yes No

If NO, please check status and provide your Immigration papers.

Landed Immigrant

Yes No

Independent Status

Yes No

Private Sponsorship

Yes No

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Application for Accommodation

Languages:

	Spoken	Preferred	Understood	Partially Understood
English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
French	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cree	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chipewyan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If an interpreter required? Yes No

If yes, please provide name of interpreter: _____
Name Phone Number

Present Accommodation:

House Apartment Other _____
 Rooming House Motel/Hotel

How long have you lived at your present address? _____ Months _____ Years

Is your accommodation shared? Yes No

If yes, number of: _____ Adults _____ Children
_____ Bedrooms _____ Bathrooms

What are your present monthly payments:

Rent \$ _____ Mortgage \$ _____ Other \$ _____
Heat \$ _____ Power \$ _____ Water \$ _____

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Application for Accommodation

Most recent Landlord: _____

Address: _____

Phone Number: _____

If less than two (2) years previous Landlord:

Name: _____

Address: _____

Phone Number: _____

**IF YOU HAVE BEEN GIVEN A NOTICE TO VACATE, PLEASE SUBMIT A
COPY OF THE NOTICE AND REASON FOR SAME.**

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Application for Accommodation

PLEASE CHECK IF YOU ARE RECEIVING ANY OF THE FOLLOWING SERVICES:

TOK Bus

Life Line

Meals on Wheels

Home Care

Day Program (specify): _____

Department of Veteran Affairs Assistant: _____

Mental Health Services (provide contact name): _____

Home Care (provide contact name): _____

Private Care (provide contact name): _____

Social Assistance/A.I.S.H Worker (provide contact name): _____

Other (specify): _____

If your application is approved, when are you prepared to move? _____

Other Comments:

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Application for Accommodation

Financial Information (Monthly Income)

DESCRIPTION	APPLICANT	2 ND APPLICANT
Old Age Security and Guaranteed Income Supplement		
Alberta Seniors Benefit		
Spouse Allowance		
Canada Pension Plan		
Company Pension		
War Veterans Allowance		
War Disability Pension		
Alberta Social Assistance		
Assured Income for Severely Handicapped (A.I.S.H.)		
Alimony		
Other Income (specify)		
SUBTOTAL		
INVESTMENT INCOME	MONTHLY \$	MONTHLY \$
Interest on Chequing/Savings Accounts		
R.R.S.P/R.R.I.F.		
Term Deposits/GIC's		
Stocks		
Bonds (Canada Savings Bonds/Alberta Bonds)		
Annuities		
Rental Property		
Other		
Other		
SUBTOTAL		
MONTHLY TOTAL		

Please provide a copy of your annual Notice of Assessment from previous year's taxes.

Are you currently employed? Yes No

If yes, please provide name and address of employer:

Name: _____

Address: _____

I hereby understand and agree that 24-hour medical care is not to be provided in the Lodge and that should I require 24-hour medical care, I am willing to move to the appropriate accommodation. I also hereby authorize Wood Buffalo Housing /Rotary House to do any required reference checks while assessing my application for admission.

Signature of Applicant

AGING WITH DIGNITY

Application for Accommodation

TARGET POPULATIONS & AUTHORIZATION

Target Populations	
<p>I identify as a member of the following minority populations:</p> <ul style="list-style-type: none"><input type="checkbox"/> Indigenous Peoples<input type="checkbox"/> People with disabilities<input type="checkbox"/> Recent Immigrant or Refugee<input type="checkbox"/> People who identify with diverse concepts of sexual orientation, gender identity, and expression (LGBTQ2S+ people)<input type="checkbox"/> Other Racialized Group	<p>I am currently experiencing or at risk of the following:</p> <ul style="list-style-type: none"><input type="checkbox"/> Fleeing Domestic Violence*<input type="checkbox"/> Dealing with mental health and/or addiction*<input type="checkbox"/> Homelessness or transitioning out of homelessness supports*<input type="checkbox"/> Veteran <p>* And working with appropriate supports and services to support stable housing. Supporting documentation will be required.</p>
<p><i>Please be advised that all information above is protected under the Alberta Human Rights Act and disclosing any of that information will not result in harassment, discrimination, or any other penalty towards your application. The personal information in this form is being collected by Wood Buffalo Housing Corporation under section 33 © of the Freedom of Information and Protection of Privacy Act for the purpose of administering applications for subsidized housing or rental benefits. If you have any questions regarding the collection of this information, please contact (780)-791-1160.</i></p>	

AGING WITH DIGNITY

Application for Accommodation

PERMISSION TO OBTAIN RENTAL REFERENCE

I/We _____ hereby give Wood Buffalo Housing, Seniors Housing Division permission to make any inquiries to the references and/or obtain verifications to any of the information submitted on my/our application.

I/We further understand that this application does not constitute an agreement on the part of Wood Buffalo Seniors Housing Division, or its agents, to provide me with rental accommodation.

I/We further acknowledge the right of Wood Buffalo Seniors Housing Division, or its agents, at any time prior to the execution and delivery to me or of lease hereby applied for, to withdraw, revoke or cancel without penalty or given notice.

I/We further agree that I/we am/are obligated to advise Wood Buffalo Seniors Housing Division, or its agents, in writing, of any changes in family composition, gross family income, assets, employment or change of address, should they occur.

I/We also agree that the information provided by me/us pertains to ALL persons named within this application.

Dated this _____ day of _____, 20____.

Applicant (Please Print)

Signature

Witness (Please Print)

Signature

ROTARY HOUSE

Supportive Housing for Seniors

GENERAL INFORMATION

Wood Buffalo Housing (WBH) is pleased to announce an alternative community living choice for senior citizens in Fort McMurray. Lodge living promotes a high quality of life for the functionally independent senior. Rotary House will provide safe, pleasant, affordable housing in an environment promoting independence, where seniors are treated with dignity and respect.

There are many advantages to Lodge living:

- Healthy, nutritious meals and snacks served in a central dining room, and family and friends are welcome to dine with the resident for a nominal fee, with a minimum of 24 hours' notice;
- Amenities such as weekly housekeeping and linen changes, personal laundry facilities or fee-for-service for those who wish to have their laundry done for them;
- Social and recreational opportunities coordinated by an in-house activity coordinator, and volunteer programs to assist with participation in community activities;
- Furnished rooms available, if required;
- Additional personal items may be brought in by the resident with management approval and as space permits;
- Common area to facilitate social gatherings including meeting with family and friends;
- Hair dressing station to allow for personal hairdresser to come as needed.

To assist us in meeting our residents' needs, an extensive eligibility process has been devised. Applicants must be a resident in the Regional Municipality of Wood Buffalo (RMWB) for three (3) months prior to the application date. Lodge applicants **must** be independent, able-bodied, and cognitively aware. Community-based services can be accessed to assist with such things as personal care or medication assistance. Rotary House does not provide these services directly as we are not a nursing care facility.

A priority rating system takes into consideration the prospective resident's need for subsidized housing, independence in daily activities and day-to-day living, and how much benefit would be derived from living in a supportive housing environment.

We hope this information has been helpful and informative in assisting you with your decision to pursue Lodge living. If you require additional information, please feel free to contact Rotary House Administration at 780-791-1160.

ROTARY HOUSE

Supportive Housing for Seniors

LODGE RATE FEE STRUCTURE

- All residents, regardless of income, will pay a monthly \$515.00 non-shelter fee, and must be left with at least \$342 of monthly disposable income.
- The rental rate is based on 30% of your total household income from line 15000 on your Notice of Assessment.
- The total fee for single occupancy will cap at an amount of \$ 1,455.00 per month.
- The total fee for double occupancy will cap at an amount of \$ 2,085.00 per month.
- If one person is left alone occupying a double room, the single rate is charged pending a mandatory move to the first available single unit.
- Parking will cost \$10 per month for the months of November, December, January, February, March, and April.
- Laundry services for residents' personal laundry will be available at a cost of \$40.00 per month. Please notify the Administration if you decide to use this service.
- A washer and dryer will be available for residents' personal use at no charge; cleaning products will not be provided.
- Residents who wish to acquire cable or phone service are responsible for making arrangements to contract through the applicable service provider.

ROTARY HOUSE

Supportive Housing for Seniors

MONTHLY SERVICE FEE FOR RESIDENTIAL FACILITIES

The following items are included in the monthly service fee:

- heat – water – gas;
- furniture (twin bed, night table, dresser, chair) if needed;
- pre-wired outlet for telephone and cable;
- in-room kitchenette with small refrigerator and microwave;
- emergency response call system;
- window coverings;
- air conditioning in rooms and common areas;
- weekly housekeeping (includes vacuuming, cleaning of bathroom, kitchenette, floors and changing bed linens);
- yearly spring cleaning (washing walls, windows, etc.);
- individual mailbox with key;
- smoke detectors and fire sprinklers in rooms and common areas;
- fire alarm monitoring;
- 24-hour security monitoring service;
- emergency lighting;
- laundry room with complimentary machines;
- common dining room & refreshment area;
- three (3) well-balanced meals and snacks daily; and
- landscaping and snow removal.

The following are also available to residents:

- fitness class and treadmill;
- private dining area;
- therapeutic tub area;
- hair salon; and
- patio and walkway to pond.

Support Services:

- professional on-site management;
- a fee-for-service hair salon;
- access to scheduled recreation and leisure services programs (social, arts, entertainment, and fitness);
- reasonable repairs and maintenance; and
- personal Laundry Service @ \$40.00 a month per person.

Meal Services:

- three (3) well balanced meals and snacks under the Canada Food Guide; and
- coffee, tea, juice, milk, fruits and snacks are available at all times.

The following items are not included in the monthly service fee:

- telephone;
- cable;
- internet;
- personal laundry;
- additional activities and outings where participation fees may apply;
- guest services including meals and accommodation; and
- access to scheduled transportation for local shopping and appointments for a minimal fee (public transit and TOK Bus).