



# Bow Valley Regional Housing Seniors Self-Contained Housing Program

## Program Summary

- This program provides apartment type accommodation to low and moderate income seniors who are functionally independent with or without the assistance of existing community based services. Rental fees and provincial subsidies fund this program
- Rent is set at 30% of gross household income and includes heat, water and sewer expenses. There are shared washers and dryers in each building and a communal area.
- Electricity, phone connection, internet, TV packages, contents and liability insurance and any other additional services required are the responsibility of the tenant. Parking spaces can be rented at an additional cost.
- Eligibility is determined by a *point score* system which measures the priority of need. Housing is then allocated to the applicant with the highest point score. If there is no housing available, applicants will be placed on a waitlist.
- Points are awarded based on an applicant’s circumstances, such as percentage of income going to rent, utility responsibility and certain emergency situations – such as risk of homelessness, accessibility challenges or unsafe accommodation.
- There are 62 apartment style units, located in Banff and Canmore. They each have one bedroom, a small kitchen and dining/living room.
- No pets are allowed, however service and therapeutic animals may be considered.

## Program Eligibility

To be eligible for seniors self-contained housing, you must meet ALL the criteria below:

- Must be 65 years of age or older. *However, in the event of sustained vacancies we will consider applications from adults younger than 65 years.*
- Be functionally independent with or without the assistance of existing community based services.
- Be a Canadian citizen, permanent resident of Canada or have applied for permanent residency.
- Have lived in the Bow Valley for at least the last 6 months.
- Have a total gross household income below the maximums in the table below, as per line 15000 of your last notice of assessment. *If your circumstances have changed following the last notice of assessment, we can use the previous 3 months income to calculate an estimated annual amount.*

Mount Edith House (Banff)	Bow River Homes (Canmore)
<b>Income Limit</b>	<b>Income Limit</b>
\$69,500	\$71,500

### Application Process

Follow the steps below to apply for our Seniors Self-Contained Housing Program

1. Check the eligibility criteria to confirm you are eligible for the program
2. Complete the application form
3. Gather the documents below, we can photocopy them at the BVRH office if required.
4. Sign the statutory declaration form witnessed by a commissioner of oaths, this can be done at the BVRH office free of charge. *All applicants are required to sign a statutory declaration stating all the information provided is truthful and accurate.*
5. Drop the form off at the BVRH office (please come to the reception at the seniors lodge) or mail/ email it, addresses below:

**Bow Valley Regional Housing**  
**920A Fairholme Drive**  
**Canmore AB, T1W 1W1**  
**403 678 5922 | [info@bvrh.ca](mailto:info@bvrh.ca)**

BVRH will contact you once the application is processed to confirm if you are eligible. If the program is full, you will be placed on a waitlist, your position on the waitlist will depend on the points you have been allocated due to your circumstances. **Please contact us if you have any questions about the program, application process or eligibility.**

### Document Checklist

- Completed application form.
- Signed statutory declaration form (can be signed and witnessed by a commissioner of oaths at the BVRH office)
- Need to reside form from Parks Canada – *Required for Mount Edith House (Banff) applications.*
- Most recent Notice of Assessment from the CRA (for each applicant)
- Income verification – Proof of income for the last 3 months (pay slips, bank statements etc)
- Proof of residency in the Bow Valley for the last 6 months
- Copy of current lease, *if applicable*
- Proof of Canadian Citizenship or Permanent Residency in Canada
- Any other documentation relating to your circumstances that could be relevant (doctors notes, notice of eviction etc)



## Seniors Self-Contained Housing

# Application Form

I would like to apply for senior self-contained housing in:

- Bow River Homes (Canmore)**     
  **Mount Edith House (Banff)**

<b>1. General Information</b>	
<b>Applicant 1</b>	<b>Applicant 2 (If applicable)</b>
Name:	Name:
Phone #:	Phone #:
Email:	Email:
Date of Birth:	Date of Birth:
Driver License #:	Driver License #:
Alberta Health Card #:	Alberta Health Card #:
SIN #:	SIN #:
Are you a Canadian Citizen? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If no, please provide a copy of your PR Card</i>	Are you a Canadian Citizen? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If no, please provide a copy of your PR Card</i>
Are any members of your household physically handicapped? No <input type="checkbox"/> Yes <input type="checkbox"/> <i>Please give details below</i> _____	

<b>2. Current Property</b>	
Property Address:	Mailing address <i>(If different from property address)</i> :
Is your current accommodation: <input type="checkbox"/> Rented <input type="checkbox"/> You own it <input type="checkbox"/> Other <i>Please specify</i> _____	
Monthly rent payment <i>(If applicable)</i> : \$ _____	
Do you pay for: <input type="checkbox"/> Heat <input type="checkbox"/> Electricity <input type="checkbox"/> Gas <input type="checkbox"/> Water / sewer	
If you don't pay rent do you contribute financially? No <input type="checkbox"/> Yes <input type="checkbox"/>	
How much do you contribute \$ _____ please give details _____	
If renting please give the landlord details below	
Current Landlord: Name: Address: Phone number: Email:	Previous Landlord: Name: Address: Phone number: Email:
Is your current accommodation shared with anyone other than the applicants: No <input type="checkbox"/> Yes <input type="checkbox"/>	

## Seniors Self-Contained Housing

If yes, please specify Number of children _____ Number of adults _____ Amount they contribute financially _____ Relationship _____
Do you have a pet? No <input type="checkbox"/> Yes <input type="checkbox"/> Please specify _____
Why do you want to move from your current accommodation? <i>Please use an additional page if necessary.</i>

<b>3. Income</b>	
<i>Please list all sources of income, such as employment, pension, self employment, seniors benefit...</i>	
<b>Applicant 1</b>	<b>Applicant 2 (If applicable)</b>
Income source:	Income source:
Gross monthly amount:	Gross monthly amount:
Income source:	Income source:
Gross monthly amount:	Gross monthly amount:
Income source:	Income source:
Gross monthly amount:	Gross monthly amount:
<b>Total gross monthly income:</b> \$ _____	<b>Total gross monthly income:</b> \$ _____

<b>4. History</b>
Have any of the applicants ever leased a property from BVRH before? No <input type="checkbox"/> Yes <input type="checkbox"/>
If yes, please complete the following:
Leased address _____ From _____ to _____

<b>5. Next of Kin</b>	
Next of kin:	Address:
Phone Number:	Relationship:

<b>6. Additional Information</b>	
<p>Please indicate below how you would rate your stress/anxiety around your current housing situation or the challenges of finding suitable housing in the Bow Valley.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Extreme stress/anxiety</li> <li><input type="checkbox"/> A lot of stress anxiety</li> <li><input type="checkbox"/> Significant stress /anxiety</li> <li><input type="checkbox"/> Some stress/anxiety</li> <li><input type="checkbox"/> No stress/anxiety at all</li> </ul>	<p>Please indicate below how you would rate the likelihood of securing safe and appropriate housing within your budget without BVRH assistance, given the current housing and cost of living challenges in the Bow Valley</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Extremely unlikely</li> <li><input type="checkbox"/> Very unlikely</li> <li><input type="checkbox"/> Very difficult</li> <li><input type="checkbox"/> Challenging</li> <li><input type="checkbox"/> Somewhat troublesome</li> </ul>
<p>Please check any of the boxes below which apply to your household, please give details on the following page if necessary.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Indigenous people</li> <li><input type="checkbox"/> People with disabilities</li> <li><input type="checkbox"/> Veterans</li> <li><input type="checkbox"/> Women fleeing violence</li> <li><input type="checkbox"/> Recent immigrants or refugees</li> <li><input type="checkbox"/> People at risk of homelessness or transitioning out of homelessness supports</li> <li><input type="checkbox"/> Racialized groups</li> <li><input type="checkbox"/> People dealing with mental health and addiction</li> <li><input type="checkbox"/> LGBT2S+ People</li> </ul>	
<p>Please indicate any other related information you wish to provide, such as the condition of your present accommodation or special family circumstances. <i>Please use an additional page if necessary.</i></p>          	

**7. Acknowledgement**

I understand that this application does not constitute an agreement on the part of Bow Valley Regional Housing, or its agents, to provide me with rental accommodation.  
 I further acknowledge the right of Bow Valley Regional Housing at any time prior to the execution and delivery to me a lease, to withdraw, revoke, or cancel without penalty or liability for damage or otherwise, any acceptance or approval of this application previously made or given. I hereby authorize Bow Valley Regional Housing to make any inquiries it deems necessary and acknowledge that discovery of any false statement shall cancel any further consideration of my application.  
 I further agree that I am obliged forthwith to advise Bow Valley Regional Housing, in writing, of any change in family composition, gross income, assets, employment, or change of address should they occur. False statements may be prosecuted to the full extent of civil or criminal law, at the discretion of Bow Valley Regional Housing.

\_\_\_\_\_ Applicant 1 Signature                      \_\_\_\_\_ Applicant 2 Signature                      \_\_\_\_\_ Date

**Statutory Declaration**  
**Verification of identity and statements**

In the matter of this application for dwelling accommodation

I, \_\_\_\_\_ of the town of \_\_\_\_\_ in the Province of Alberta, Canada do solemnly declare as follows:

1. That I am the applicant on the said application.
2. The statements made by me in the said application are to the best of my knowledge, information and belief, full and true in all respects.

And I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath by virtue of the "Canadian Evidence Act".

\_\_\_\_\_  
*Applicant Signature*

Declared before me at the Town of \_\_\_\_\_ in the Province of Alberta, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
*Signature of A Commissioner for Oaths in and for the Province of Alberta, whose commission expires on*  
\_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
*Printed Name of Commissioner for Oaths*