

**To find out more contact your local ACCESS office**

**Arbroath ACCESS Office**

Old Parish Church, Kirk Square, DD11 1DX

Tel: (01241) 434212

**Brechin ACCESS Office**

36 Bank Street, DD9 6AX

Tel: (01356) 622184

**Carnoustie ACCESS Office**

26 High Street, DD7 6AO

Tel: (01241) 853335

**Forfar ACCESS Office**

Municipal Buildings, Castle Street, DD8 3AF

Tel: (01307) 464966

**Kirriemuir ACCESS Office**

5 Bank Street, DD8 4BE

Tel: (01575) 572019

**Monifieth ACCESS Office**

81 High Street, DD5 4AA

Tel: (01382) 534900

**Montrose ACCESS Office**

Town House, High Street, DD1 8QW

Tel: (01674) 673280

If you are not sure which ACCESS Office to contact, check the Angus Tenants Handbook or contact ACCESSLine on 08452 777 778

This leaflet can be translated, on request, into other community languages.

For people with visual impairment, large print, audio or Braille versions can also be provided.

If you need assistance contact ACCESSLine on 08452 777 778 or your area access office.

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# Downsizing Incentive Scheme

Are you a wee bird in too large a nest?

Are you concerned about heating bills, cleaning a large house and looking after a big garden?

**THE DOWNSIZING INCENTIVE SCHEME MAY BE FOR YOU**



### This leaflet explains:

- What the downsizing incentive scheme is
- Who qualifies for the scheme
- What support you could receive
- How you should apply

### What is the Downsizing Incentive Scheme?

- The Downsizing Incentive Scheme is a voluntary scheme to help council tenants who live in homes that are too big for their needs to move to smaller accommodation.
- It is a pilot project for one year with limited grant funding to support up to 20 applications.
- Grant will be allocated on a first come, first served basis.
- This scheme will help both the council and downsizing tenants use their resources more effectively.
- It will contribute to putting tenants in the accommodation that best suits their needs and their budget.
- It will release large council houses for those who need them.

### Who is eligible for this scheme?

- You must be an Angus Council tenant.
- You must have been in your current home for at least a year.
- Your current property must have three or more bedrooms.
- You must be under-occupying your council house by at least one bedroom.
- You want to move to a smaller council property.
- There must be demand for the house you are leaving.
- You must have a clear rental account when an offer of move-on accommodation is made.

- Your current home should be maintained in a reasonable condition.
- You must have kept to the terms of your tenancy agreement (no complaints of anti-social behaviour, etc, in the 12 months prior to application).

### How do I apply?

- If you are interested in the scheme, you should apply in writing by filling out the application form later in this leaflet and handing it to your ACCESS Office (see contact details on the back page).
- You will be contacted by a Housing Officer and your application will be assessed in accordance with the eligibility criteria.
- If you have not already completed a Council house application form, you will be required to do so.

### What support can I expect to get?

- If your application is accepted and you sign your tenancy agreement for the new property, you will receive a grant of £2,500 towards removal expenses and the cost of fittings in your new home.
- For those tenants assessed as being in special need, practical advice to assist with the move will also be provided.

### Additional Information and conditions

- Applications will not be accepted from households with rent arrears where reasonable repayment of the debt cannot be negotiated prior to application.
- If you end the new tenancy within 12 months of receiving the grant, you may be required to pay it back unless there are exceptional circumstances.
- Any outstanding debts to the Council will be retained from any awarded downsizing grant.
- A change of tenancy as a result of the Downsizing Incentive Scheme will result in the new tenancy coming under the modernised Right To Buy.
- The Downsizing Incentive Scheme replaces the previous Transfer Incentive Package which is now discontinued.

## Angus Council Housing GRANT APPLICATION FORM



To apply for the Downsizing Incentive Grant, please complete this form and return it to your ACCESS Office and an Officer will contact you.

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Postcode: \_\_\_\_\_

Contact Telephone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Family composition: \_\_\_\_\_  
\_\_\_\_\_

Size of your property (number of rooms excluding bathroom): \_\_\_\_\_

Type of your property: \_\_\_\_\_

Existing housing application number (if any): \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### FOR OFFICE USE ONLY

Received by: \_\_\_\_\_ Date: \_\_\_\_\_