

## What is the WiltsLet Deposit Scheme?

A Wiltshire Council scheme that helps local people afford to move into private rented accommodation.

We support households who are homeless or threatened with homelessness by providing financial assistance that can be used towards a deposit and/or rent in advance.

## Who can apply?

Anyone whom our inquiries confirmed is -

- homeless or threatened with homelessness
- eligible for assistance (relates to entitlement to public funds)
- has a local connection to the Wiltshire Council area
- unable to save up or access the funds from alternative sources without borrowing

## How do I apply?

To apply for the scheme, please follow the step outlined below:

1. Speak with your Housing Caseworker to confirm your eligibility for the scheme
2. If the Housing Caseworker confirms you are eligible in principle, you will be asked to provide the necessary documentation including but not necessarily limited to -
  - evidence of homelessness or threatened homelessness
  - birth certificates or passports for all members of the household
  - your last 2 months' bank statements for all accounts (any partner's statements will be required too)
  - evidence of any debts and essential regular expenditure
  - proof of dependency of any children e.g. Child Benefit
3. Find a suitable potential home. **It is important that you do not sign an agreement or put down any holding money without speaking with us again**
4. Contact your Housing Caseworker, who will consider your financial means, speak with the landlord, check suitability and supply written confirmation that the council will provide financial assistance of acceptance on to the scheme
5. Sign the tenancy agreement and agree an inventory of the condition of the new home with the landlord or letting and management agent on the same day
6. Move in as soon as practicable. Support can be given with essential furnishings and equipment if you have none and need help – speak with your Housing Caseworker
7. If you need continuing help to pay the rent, complete an application for the Universal Credit Housing Element – they need a copy of the tenancy agreement

## What potential properties will we consider?

We will consider all property types as long as they meet rental safety regulations.

- flats, houses, bungalows
- rooms in shared houses ('houses in multiple occupation')
- furnished or unfurnished
- in all areas of Wiltshire and beyond

We cannot consider potential homes where facilities are shared with the prospective landlord i.e. bathroom, kitchen and living space ('lodgings'). Financial assistance may be available from the council's Fix-It Fund if the council is reasonably satisfied that the lodgings arrangement will be available for 6 months or more and the conditions of residency are reasonable. Please speak to your Housing Caseworker or Tenancy Sustainment Officer for further information.

## Being a good tenant

To help your private accommodation remain a secure and long-lasting home, you should -

- ✓ pay rent on time
- ✓ comply with the tenancy agreement
- ✓ keep in communication with the DWP or Housing Benefit about any changes of circumstances to ensure that overpayments are not made
- ✓ maintain a positive relationship with the landlord and neighbours
- ✓ maintain cleanliness
- ✓ report maintenance issues to the landlord as they arise

If you face financial difficulties or risk losing your accommodation for any reason, contact Housing Solutions as soon as possible. We are here to help resolve problems of this kind.

## What happens when the tenancy ends?

Before you leave, you need to –

- ✓ ensure that any damage that has been caused by you, your household or your visitors beyond reasonable wear and tear is repaired
- ✓ to plan to remove all your furniture and belongings and ensure that the home is cleaned and any rubbish removed
- ✓ ensure that the rent is up to date
- ✓ agree an exit inventory with the landlord or letting and management agent

After you leave, if your landlord wishes to make a claim for damage, the cost of cleaning, removal of rubbish or unpaid rent, they contact us directly. You will be recharged by Wiltshire Council for any money the council considers is owed against the deposit and this will count as a 'housing related debt'. It would stop any future applications you make to join the council's Housing Register until either half is paid or 6 months' regular repayments have been received.

## Further Information

If you would like to apply for the scheme or have any further questions, please contact your Housing Caseworker or the Housing Solutions Service.

**Telephone:** 0300 456 0106

**Email:** [homeless@wiltshire.gov.uk](mailto:homeless@wiltshire.gov.uk)