**Emmaus Oxford Resettlement Support Fund**

**Application form**

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| The Emmaus Oxford Resettlement Support Fund is available to former rough sleepers leaving temporary accommodation in Oxfordshire. Referrals must be completed by the agency supporting the client. Please check our terms of service before submitting this form.  |

**Application date:** DD / MM / YYYY

**Worker name**:

**Worker organisation**:

**Worker contact details** [*please provide both*]:

**Phone: Email:**

**Is the property which the client is moving to furnished / part-furnished / unfurnished ? (**Please circle or highlight as appropriate**)**

**Delivery address** [we need a full address and postcode]

Property number / name:

Street:

Town / city:

Postcode:

Is there anything we need to know about the property? *For example are there stairs, lifts, dogs etc*

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Does the client have any special needs which may affect what type of items they need? *For example client is a wheelchair user*

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Please note: Emmaus Oxford operates a ‘drop to the door only’ policy and will not be able to take items into people’s homes in any circumstances.

**Contact name and number on the delivery date:**

**Preferred delivery date and time**: DD / MM / YYYY AM / PM

We will try to deliver on this date, but that will not always be possible.

**Monitoring**

1. If you know this client’s housing situation before they went into their current temporary accommodation, please circle or highlight:
* Street homeless
* Overcrowded / unsuitable accommodation
* Specialist accommodation (domestic abuse refuge etc)
* Sofa surfing
* Asylum seeker / refugee
* Other (please tell us more):
1. Which of the following applies to your client when they think of themselves?

Male / female / in another way

1. As far as you are aware does this client have any of the following support needs (please circle of highlight):
* Mental health needs
* Physical disability
* Learning disability
* Substance or alcohol abuse issues
* Offending history
* Other (please tell us more):

We will use this anonymous information to monitor the project internally and report to our funder, the Masonic Charitable Foundation. For the purpose of the General Data Protection Regulation and the Data Protection Act 1998 the data controller is Emmaus Oxford of 171 Oxford Road, Cowley, Oxford, OX4 2ES a registered charity with Charity Number: 1066618. Please see our website for further details on privacy.

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| **Items required** (all subject to availability) | **Quantity**  | **Details**  | **ü** | **Any specific preferences / wishes?** |
| Cooker ±  | 1 | *Electric only, gas not available* |  |  |
| Washing machines ± | 1 |  |  |  |
| Washer / dryer\*\* ± | 1 |  |  |  |
| Spin dryer\*\* ± | 1 |  |  |  |
| Fridge (with freezer box) ± | 1 |  |  |  |
| Fridge freezer ± | 1 |  |  |  |
| Freezer\*\* ± | 1 |  |  |  |
| Dishwasher\*\* ± | 1 |  |  |  |
| Television ± | 1 |  |  |  |
| Microwave ± | 1 |  |  |  |
| Electric kettle ± | 1 |  |  |  |
| Toaster ± | 1 |  |  |  |
| Cutlery ± | 1 | 4 knives, 4 forks, 4 spoons |  |  |
| Kitchen utensils ± | 1 | We will provide a selection |  |  |
| Crockery ± | 1 | 4 plates, 4 mugs, 4 bowls etc |  |  |
| Pots and pans ± | 1 | We will provide a selection |  |  |
|  |
| Bookcase  |  | Small / medium / large |  | *ie; pine* |
| Sofa ± | 1 |  |  | *ie; leather / fabric*  |
| Armchair |  |  |  | *ie; leather / fabric* |
| Dining table and chairs ± | 1 | 4 / 6 chairs |  |  |
| Coffee table |  |  |  |  |
| TV unit ± | 1 |  |  |  |
| Rug |  |  |  |  |
|  |
| Double bed (with mattress) ± | 1 |  |  |  |
| Single bed (with mattress) |  |  |  |  |
| Bunk bed (with mattresses) |  |  |  |  |
| Futon or sofabed |  | Single / double |  |  |
| Chest of drawers |  |  |  |  |
| Bedside cabinet |  |  |  |  |
| Wardrobe |  |  |  |  |
| Dresser |  |  |  |  |
| Bedding ± | 1 | We will match number of beds |  |  |
| Towels\*\* |  |  |  |  |
| Curtains  |  |  |  |  |

± Limited quantity available per property

\*\*Limited availability items

**In some circumstances we can perform house clearances.** Please tick this box if you would like to find out more. □

**Who would you like to pick the items?**

Worker and client\*\* □

Emmaus Oxford team □

*\*\* This is by appointment only. Please call 01865 763 698 or email* *furniture@emmausoxford.org* *to book.*

We will try to select items which match or meet your preferences as much as possible, but please remember that this isn’t always possible as we rely on donations.

**Any other items which Emmaus Oxford may be able to provide?** (*Please be as specific as possible)*

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Please return this form to:

jaimedodson@emmausoxford.org

Emmaus Oxford store

242 Barns Road

Oxford

OX4 3RQ

Phone: 01865 763 698

Website: <https://emmaus.org.uk/oxford/>

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***For internal use only***

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| Checked by: |
| £ including delivery: |
| Delivery date and time: DD / MM / YYYY AM / PM |
| Booked by: |
| Completed: Y / N |
| Details passed to admin: Y / N  |