**Homes for Ukraine**

**“Thank You” Payment Application Form for Sponsors**

**Please note that you do not have to apply for the £500 “Thank You” payment but if this is something you would like to do, please provide the following information**

**Please do complete a separate “Thank You” payment application form for *each* individual property where you are the host**

**“Thank You” payments can be issued for up to a maximum 2 years from the date of the Ukrainian National/s arrival into the UK**

**“Thank You” payments are paid monthly in arrears directly into your bank account**

**Our privacy notice outlining how we will treat the information you share with us can be found on the Vale of Glamorgan “Support for Ukraine” webpage**

[**https://www.valeofglamorgan.gov.uk/en/our\_council/Support-for-Ukraine.aspx**](https://www.valeofglamorgan.gov.uk/en/our_council/Support-for-Ukraine.aspx)

|  |  |  |  |
| --- | --- | --- | --- |
| **Details of the Host** |  | **Mandatory** | **Notes** |
| Title |  | Yes | Mr / Mrs/ Miss / MS / MX / Other / Prefer not to say |
| First Name |  | Yes |  |
| Surname |  | Yes |  |
| Date of Birth | DD/MM/YYYY | Yes |  |
| National Insurance Number |  | Yes |  |
| Email address |  | No |  |
| Daytime phone number |  | Yes |  |
|  |  |  |  |
| Your address |  |  |  |
| Flat / House Name or Number |  | Yes |  |
| Address Line 1 |  | Yes |  |
| Address Line 2 |  | No |  |
| Address Line 3 |  | No |  |
| Postcode |  | Yes |  |
|  |  |  |  |
| Are you related to the people that you host? | Yes/No | Yes |  |
| If Yes please state your family connection. |  | Yes | Father, Mother, Brother, Sister, Cousin etc |
|  |  |  |  |
| Are you hosting guests who have been re-matched to you?  | Yes/No | Yes |  |
| **Details of Lead Guest** |  |  |  |
| First Name |  | Yes |  |
| Surname |  | Yes |  |
| Date of Birth |  | Yes |  |
| Type of Visa obtained |  | Yes | If the type of Visa obtained is not for the Homes for Ukraine scheme a payment cannot be made. Please contact ukrainiansupport@valeofglamorgan.gov.uk to discuss further. |
| **Details of guests by age** |  | **Mandatory** | **Notes** |
| 2-4 |  | Yes | Number  |
| 5-11 |  | Yes | Number |
| 11-18 |  | Yes | Number |
| 18+ |  | Yes | Number |
| **Details of where they are staying** |  |  |  |
| Flat / House Name or Number |  | Yes |  |
| Address Line 1 |  | Yes |  |
| Address Line 2 |  | No |  |
| Address Line 3 |  | No |  |
| Postcode |  | Yes |  |
| **DBS checks**  |  |  |  |
| Has a DBS check been undertaken? |  | Yes | If NoA payment cannot be requested until the DBS check has been undertaken. Please contact ukrainiansupport@valeofglamorgan.gov.uk to arrange a DBS check. |
| **Accommodation** |  |  |  |
| Date arrived at the above address | DD/MM/YYYY | Yes |  |
| Date departed from the above address | DD/MM/YYY | Yes |  |
| Has the above address been inspected by the Vale of Glamorgan Shared Regulatory Services (SRS)? | Yes / No | Yes | If NoA payment cannot be requested until the accommodation has been inspected and approved as suitable. Please contact ukrainiansupport@valeofglamorgan.gov.uk to arrange a visit and then submit a further application. |
| Date of inspection | DD/MM/YYYY | Yes |  |
| Are you charging rent? | Yes/No | Yes | If rent is being charged a £500 payment cannot be made to you. Please contact ukrainiansupport@valeofglamorgan.gov.uk to discuss. |
| Are you asking guests to contribute towards food/utilities? | Yes/No | Yes | How much per week/month? |
| **Bank Account details** |  |  |  |
| Please provide details of the bank or Building Society Account that you wish payments to be made into |  | Yes |  |
| Name of Bank / Building Society |  | Yes |  |
| Name on account |  | Yes |  |
| Sort code | DD-DD-DD | Yes |  |
| Account Number | NNNNNNNN | Yes | 8 digits |
| Building Society roll number |  | No |  |
|  |  |  |  |
| **Summary****Declaration*** **I confirm that the information is true and accurate to the best of my knowledge and belief. I agree to the Council checking the information I have given with other information held by the Council and with other government departments and organisations.**

**I understand that:*** **Only 1 monthly payment will be made per residential address regardless of the number of guests, size or location of the property.**
* **I must inform the Council if the guests move out. Any overpayment of the payment will be repayable.**
* **I must inform the Council of any changes to the account for future payments to be made into and this notification must be received by the Council at least 14 days before the next payment is due.**
* **As a minimum the Council will make one in person visit during the first 6 months of the guest arriving at this property and I agree to allow access to this property for the purposes of this and any other checks required.**
* **Fraud checks must be conducted in line with the council’s anti-fraud processes.**
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| **Do you agree to this declaration?** | **Yes / No** |
|  | **If you have selected ‘no’, a payment cannot be made to you.** |
|  |  |

**On submission**

The form needs to be submitted to **ukrainiansupport@valeofglamorgan.gov.uk**