



Edition Dated – July 2024

## **Poplar Harca Assessment Policy for Shared Ownership**

### **Affordability Assessments**

We have a two-stage approach to assessing your affordability and the suitable share you could buy, provided by a regulated Qualified Advisors from our panel. The assessments will be free of charge, and we will provide you with the details of the nominated Qualified Advisor for the development you are interested in.

#### **Stage 1: The Initial Assessment**

The Qualified Advisor will request details of your income and expenditure and will assess, based on the current mortgage market and the monthly rent and service charge of the property that you are interested in, what share is affordable to you. If you pass this stage, Poplar HARCA's provisional offer to you will be based on this professional advice.

#### **Stage 2: The Full Assessment**

Once we provisionally offer you a home, you will then proceed to complete Stage 2: The Full Assessment. This is a more detailed assessment of your income and expenditure, your circumstance and preferences including any known or future changes that will impact your income and/or expenditure. This more detailed assessment will also involve a budget planner. This must be completed by the nominated Qualified Advisor.

Poplar HARCA's staff are not qualified to provide financial advice and so will always advise you to obtain advice from someone who is suitably qualified and experienced in shared ownership mortgages.

The sign off done by the panel advisor is the one which is final, and the purchaser's broker must adhere to the figures on the sign off.

The sign off and Budget Planner provided is what Homes England / GLE will use for audit purposes.

### **Monthly Minimum Surplus Income Policy**

In line with regulative guidance, Poplar HARCA has determined that you should have available each month a minimum of 10% of your income as a surplus. i.e., the amount left after all your housing costs and other commitments and expenditures are paid.