



## Public Housing Eligibility Policy

### Access to Public Housing Process

Public Housing Eligibility is Step 2 in the 4 Step process for Access to Public Housing, as below:

- Step 1:** Applying for Public Housing (*Managing Access and Applications Policy and Procedure*);
- Step 2:** **Establishing eligibility (*Public Housing Eligibility Policy and Procedure*)**;
- Step 3:** Assessing housing need, establishing entitlement and identifying category of need (*Housing Assessment System Policy and Procedure*);
- Step 4:** Allocating an appropriate property (*Offer and Decline Policy and Procedure*).

### Policy Intent

Access to flexible, affordable housing options designed to meet individual needs is likely to result in improved health and well being outcomes for low income Tasmanians.

Housing Tasmania provides safe, secure, affordable and appropriate accommodation to eligible applicants on a priority basis in recognition of an applicant's assessed housing need.

An individual's eligibility for public housing is assessed against the Housing Assessment System. All Tasmanians have the right to test their eligibility for public housing regardless of their social or economic circumstances.

### Benchmarks

This policy places benchmarks for interviews:

- Assessment interview scheduled within 10 working days of receipt of the application.

Benchmarks are set to ensure Statewide consistency and a timely response by Housing Tasmania to clients.

### Access

Applicants for public housing are offered flexible accommodation options that meet individual needs based on eligibility. The aim is to minimise barriers to access and provide appropriate, affordable and secure accommodation in a timely manner.

### Eligibility Criteria

Eligibility for Public Housing is assessed against the following criteria:

- Age
- Income
- Ownership of Residential Premises
- Outstanding Charges
- Residential Status
- Financial Assets
- Proof of Identity
- Ownership of Land
- Prior rejected offers of Housing



## Responsibilities

Eligibility is determined by Housing Access Officers through a Level 1 Assessment.

Housing Access Officers are responsible for conducting the Level 1 assessment of the applicant's current circumstances and the allocation of points and entitlements.

Access and Support Planning Officers are responsible for the Level 2 Expanded Assessment, Coordination Planning and the confirmation of points allocation, category of need and bedroom entitlements to ensure the assessment is correct, fair and equitable.

For further information relating to this policy please email the helpdesk [housing.policyhelpdesk@dhhs.tas.gov.au](mailto:housing.policyhelpdesk@dhhs.tas.gov.au)