



## Eligibility for Long Term Housing Policy

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### Purpose

This policy establishes the approach of Eastern Suburbs Rental Housing Co-operative (ESRHC) to eligibility for its long-term rental housing program.

### Scope

This policy applies to all long-term rental properties owned or managed by ESRHC.

### Policy statement

#### Approach to eligibility – guiding principles

ESRHC establishes eligibility criteria for long-term housing to fulfill its social mission and to ensure that its housing is made available to relieve households from housing stress.

Accordingly, ESRHC will:

- only allocate long-term housing to eligible applicants;
- communicate clearly to applicants and the community as to who is eligible for long-term housing with ESRHC; and

- comply with its contractual, legal and regulatory obligations relating to eligibility for long-term housing.

### Victorian Housing Register

ESRHC participates in the Victorian Housing Register (VHR). The VHR is a common register for all applicants for public housing and community housing in Victoria.

DHHS has established common eligibility criteria for the VHR that are set out in the *Eligibility Criteria Operational Guidelines*. The VHR eligibility criteria apply to all properties owned or managed by ESRHC in Victoria, other than those properties which ESRHC and DHHS have agreed are outside the scope of the VHR.

All applicants with a current VHR application are taken by ESRHC to have established that they meet the VHR eligibility criteria.

Applicants without a current VHR application can provide evidence to ESRHC that establishes they meet the VHR eligibility criteria. ESRHC will assist such applicants to make a VHR application either through referral to a suitable service or by assisting the applicant to lodge a VHR application.

### General requirements for eligibility for long-term housing

To be eligible for long-term housing with ESRHC which is under the VHR, an applicant must:

- meet the VHR eligibility criteria; and
- have no previous debt with ESRHC, the Director of Housing or another registered housing agency that remains unpaid; and

### Specific requirements for eligibility for long-term housing

ESRHC has additional eligibility criteria to the general eligibility criteria. An applicant must meet ESRHC's eligibility criteria for active membership. The Allocations Schedule in the Allocations Policy provides more detail on the specific eligibility requirements.

### Eligibility for long-term housing programs outside the scope of the VHR

Where ESRHC owns or manages housing under programs that are outside the scope of the VHR, then:

- ESRHC will comply with any other legal or contractual obligations that apply to eligibility housing in that program; and
- ESRHC may within the scope of such legal or contractual obligations:
  - elect to apply the general eligibility criteria as a generally accepted benchmark to establish that the applicant needs affordable housing; or
  - apply some other reasonable eligibility criteria that is consistent with ESRHC's objects and purposes.

ESRHC will communicate clearly with applicants and stakeholders as to the particular eligibility criteria that apply to that program.

## Procedures

Procedures established by ESRHC will include processes to ensure compliance with this policy, including to:

- assist people to apply for housing with ESRHC; and
- identify the program and eligibility criteria that apply to a particular vacancy.

## Definitions

In this policy:

<b>Applicant</b>	A person who has applied for housing via the VHR or, where permitted by policy, directly to ESRHC
<b>Community housing</b>	Housing owned or managed by a community housing organisation
<b>DHHS</b>	The Victorian Department of Health and Human Services
<b>General eligibility criteria</b>	The eligibility criteria established by ESRHC under the section of this policy entitled “General requirements for eligibility for long-term housing”
<b>Public housing</b>	Housing owned and managed by DHHS
<b>Transitional Housing</b>	The Victorian Government program to provide housing on a short-term basis to people at risk of homelessness seeking long term housing options
<b>VHR</b>	The Victorian Housing Register, the state-wide common application for people seeking public housing and community housing, which can be accessed via ESRHC, DHHS, the mygov portal or designated support providers
<b>VHR eligibility criteria</b>	The VHR’s establishes who is eligible for social housing. The VHR Eligibility Criteria relates to: <ul style="list-style-type: none"><li>• income eligibility;</li><li>• asset eligibility;</li><li>• Australian Citizenship or permanent residency; and</li><li>• Victorian residency.</li></ul>

## Related policies

Allocation of Housing - Tenant Selection Policy

Allocation of Long Term Housing Policy for VHR

Rent Setting Policy for VHR

## Legislation and standards

This policy implements [CHO’s] obligations under:

- Housing Act 1983 (Vic)

- Performance Standards for Registered Housing Agencies
- DHHS Victorian Housing Register Operational Guidelines

## Transparency and accessibility

This policy will be available on the ESRHC website [www.esrhc.org.au](http://www.esrhc.org.au)