

Eligibility Policy

1. Purpose & Scope

The purpose of this policy is to provide guidance about the eligibility requirements for the types of housing that Unison manages.

This policy applies to all properties owned or managed by Unison.

2. Policy Statement

2.1 Principles

The purpose of the policy is to:

- provide clear, consistent and reliable information for applicants
- Applicants are matched with properties that meet their VHR housing eligibility, needs and preference.
- ensure all contractual, legal and regulatory duties are met.

2.2 Income and Assets

<https://my.gov.au/https://www.housing.vic.gov.au/victorian-housing-register>

2.2.1 Social Housing

To be eligible for a long-term social housing tenancy with Unison applicants are required to meet the eligibility criteria as determined by Homes Victoria. These guidelines are available here <https://www.housing.vic.gov.au/social-housing-eligibility> and include:

- Provide 100 points of proof of identity
- Be an Australian citizen or Permanent resident
- Be a Victorian resident
- Meet the Income eligibility
- Meet the Asset eligibility.

It is preferred that applicants have an approved and active Victorian Housing Register Number. Applicants can apply directly to register an application on the Victorian Housing Register.

Details of how to apply are available here: <https://www.housing.vic.gov.au/apply-social-housing>

2.2.2 Transitional Housing

To be eligible to access transitional housing the applicant will have first received an assessment from a homelessness access point service or family violence entry point service in order to be placed on the prioritisation list for access to transitional housing.

The assessment takes into consideration a range of circumstances including the following:

- current accommodation
- other housing options available
- stated and/or observed support needs
- professional support available
- assessment of an individual's situation and level of vulnerability

To be eligible for Transitional Housing tenancy with Unison applicants are required to meet the eligibility criteria as determined by Homes Victoria. These guidelines are available here <https://www.housing.vic.gov.au/social-housing-eligibility> .

2.2.3 Kensington Public Housing

- Applicants for Kensington Public Housing must meet the Social Housing Criteria set out in section 2.2.

2.2.4 Allocations into public housing are based on:

- The application in highest priority (pursuant to the Priority Access Categories*) with earliest effective date; or an applicant whose allocation is required to fulfill an obligation of the Secretary of the Department of Families, Fairness and Housing and/or Homes Victoria

2.2.5 Youth Foyer Programs

- Youth Foyer Applicants are nominated through a Service Agreement with a Support Partner.
- Unison does not take direct applications for Youth Foyer Programs

2.2.6 Other Specific Funding including Affordable Housing and Make Room Housing Programs

- Where the building or property has specific funding obligations, these buildings will be identified and a separate eligibility procedure will be applied, using this policy as a guideline.
- If a property has an approved Service Agreement with another organisation, then different conditions apply.

2.3 **Other criteria**

2.3.1 Applicant matching

Unless other eligibility criteria apply, Unison matches applicants to vacancies based on:

- the Unison portfolio where the vacancies are available.
- the bedroom eligibility and location preferences approved on the VHR.
- if the vacancy is in an area consistent with the applicants' needs.
- if it encourages sustainable tenancy.
- meets any required needs of the applicant, such as modifications for people with physical disability.
- if they have other attributes that meet Unisons strategy for that building or floor, such as gender or age.

2.3.2 Former renters with Unison

- Applicants with a rent debt from a previous tenancy will not be considered for re-housing unless the debt is repaid in full.
- Applicants with a history of anti-social behavior or eviction in previous tenancies with Unison Housing may not be considered for rehousing. Rehousing will be determined at the discretion of the Director of Housing or the Director of Homelessness and Supports.

2.3.3 Housing strategy

Unison may also consider different strategies when offering housing if in a particular area or building such as if:

- there is a high concentration of renters with multiple health, social or economic issues.
- there are existing or potential tenancy management issues.
- there are existing or potential neighbourhood issues.
- a property is deemed hard to let.

2.3.4 Financial outlay

Renters who are deemed eligible and are offered housing will also be required to:

- Pay two weeks in advance.
- Pay a bond.

For people who need assistance with bonds, please refer to the Victorian Government's Bond Loan Scheme (see Housing Victoria website). In some situations, Unison might waive bonds. This must be approved by the relevant Manager, Place Management.

3. Definitions

CPI: Consumer Price Index

DFFH: Department of Families, Fairness and Housing

VHR: Victorian Housing Register

4. Related Information

- www.mygov.com.au
- <https://www.housing.vic.gov.au>
- <https://www.vic.gov.au/departments/families-fairness-and-housing> Victorian Government's Bond Loan Scheme (Housing Victoria)
- [Register of Interest Asset Limit \(Housing Victoria\)](#)
- [VHR Priority Transfer Guidelines \(Housing Victoria\)](#)
- [Public housing allocations operational guidelines - DFFH Service Providers](#)