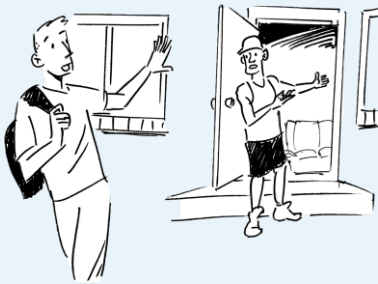


Housing Allowance – Real Estate/Landlord Fact Sheet

Assists eligible young people to find and maintain affordable housing.

What is the Housing Allowance?

The Department of Communities offers eligible young people access to a Housing Allowance payment to assist them to find and maintain affordable housing options. This payment is offered alongside a range of other supports to assist young people to secure and maintain affordable housing. The services are funded through the Department of Communities and delivered through different community service organisations across Western Australia under the Home Stretch WA program.



The payment is made directly by the Department of Communities through a fortnightly payment, supplementing the payment made directly by the young person towards their rent or board. The payment will not impact a young person's entitlement to rent assistance or other financial support around housing.

What housing options can be supported by the Housing Allowance?

The Housing Allowance can be used to support a range of different housing options including: private rentals, shared housing, student housing, boarding houses and other lodging arrangements. It can also be used to support living arrangements with relatives, friends or host homes where the young person is supported as part of a family.

In order to be eligible, the housing option must provide the young person some form of tenure either through a lease, boarding or lodging agreement, or a Home Stretch WA Living Arrangement Agreement.

The Housing Allowance is individually negotiated with each young person and paid directly to their landlord or host.

Incentives for Landlords and Host Homes?

All young people eligible for the Housing Allowance are supported by a community service agency to sustain their tenancy or living arrangement. This support means there is a designated contact available to landlords or host homes to contact should any concerns or issues arise.

While landlords are not expected to have any direct involvement with the Department of Communities, support and assistance is provided through a Home Stretch service provider to meet the needs of young person and their landlord.

Housing Allowance payments are reviewed regularly with the young person, and landlords can initiate a review of a living arrangement if they have any concerns.

How does it work?

Young people eligible for support must complete an application process that includes demonstrating that they can afford the living arrangement, and that the option is safe and stable, and within their capacity to maintain.

As part of this application process a landlord must also complete a separate section of the form detailing the portion of the rent or boarding fee that will be covered by the Housing Allowance, and how they would like this paid. This section also includes the conditions of the Housing Allowance and the expectations placed on landlords.

In order to receive a payment from the Department of Communities, a landlord must be able to prove their identity to the Home Stretch WA provider and the Department of Communities. This can be achieved in two different ways:

- Providing a current ABN that matches the name of the individual or business who is collecting the Housing Allowance.
OR
- Allowing a staff member of the Home Stretch WA provider to sight an original document that verifies that the person's identity.
AND
- Completing a Statement by Supplier Form for the Department of Communities to confirm you don't have an ABN.



What costs are covered by the Housing Allowance?

The Housing Allowance can be used to cover the costs associated with safe and stable housing. For rental agreements, generally the payment is used to cover the housing costs only unless utilities are included.

For boarding or lodging arrangements, or where a young person is considered part of the family, the total costs of the living arrangement can be covered.

That means if a young person is offered food, transport, recreation and other support as part of the living arrangement, those costs can be part of calculating the total Housing Allowance.

Every situation is different, and the Home Stretch WA provider will help you work out what costs can be included in a Housing Allowance Payment.

What happens if a young person leaves the living arrangement?

The landlord or payee are legally required to advise their Home Stretch WA provider if there are any changes to the living arrangement.

The Home Stretch provider is responsible for advising the Department of Communities in writing as soon as possible of any change in the living arrangement.

The Home Stretch WA provider must contact the Home Stretch in writing at Homestretchserviceteam@communities.wa.gov.au if there are any changes to the living arrangement.

Any outstanding rental fees or costs are the responsibility of the young person who signed the lease agreement.



Why do I need to complete a Statement by Supplier form?

If you are not receiving the Housing Allowance as part of your business, the Department of Communities needs to hold a record of that fact. It also helps them to prove that they do not need to withhold any of the payment for taxation purposes.

The form is an Australian Tax Office template but is only used and stored by the Department of Communities for internal auditing purposes. It is not shared with the Australian Taxation Office.

As a payment recipient, it is your responsibility to check whether receiving this payment will have an impact on your tax liability or any other payments you receive.

Any of the following documents can be used to confirm the identity of the payment recipient

- Australian birth certificate
- Australian birth extract
- Australian passport
- Certificate of Australian citizenship
- Department of Home Affairs ImmiCard or evidence of immigration status
- Citizenship by Descent
- Certificate of Naturalisation
- Declaratory certificate of citizenship
- Evidentiary certificate of Australian citizenship
- Document or certificate of identity issued by the Department of Foreign Affairs and Trade
- Statement of account from a financial institution
- Restraining orders or Peace orders
- Prisoner Discharge Certificate
- Legal documents such as adoption papers, maintenance agreements, attested will, power of attorney, document of appointment as a Justice of the Peace, bail papers or traffic infringement notices
- Change of name certificate issued by the Registry of Births, Death and Marriages
- Australian marriage certificate issued by a government department
- Divorce order
- Western Australian Working with Children Card
- Commonwealth or state/territory government identity card
 - Security guard/crowd control photo licence
- Concession or Health Care Card issued by the Department of Human Services
- Australian government issued proof of age card/photo card
- Driver's licence
- Learner's permit
- Provisional licence or Department of Transport photo card
- Motor vehicle registration papers
- Electricity, gas, insurance, phone or water accounts
- Evidence of right to a government benefit (Dept of Veteran's Affairs or Centrelink)
- Medicare card
- Notice of Assessment with Tax File Number issued by the Australian Taxation Office
- Letter from a government agency
- Enrolment with the Australian Electoral Commission
- Enrolment in an education or care provider
- Australian student photo identity documents
- Certified academic transcript of an Australian university
- Australian certificate of discharge
- Australian Defence Force photo identity card
- Police Force Officer photo identity card
- Nurses Registration Board documents
- Firearms licence
- Aviation Security Identification Card
- Maritime Security Identification Card

How long can the Housing Allowance be paid?



The minimum agreed payment period is 3 months, and the maximum payment period is 12 months.



Contact Details for Home Stretch WA Service Provider

Name:	
Agency:	
Email:	
Phone Number:	

Contact Details for the Department of Communities

Name:	
Email:	
Phone Number:	