



Rationale

This policy demonstrates commitment from the Murchison Region Aboriginal Corporation (MRAC), to ensure the assessment, approval and allocation of MRAC housing is processed in a fair, transparent and ethical manner.

The policy outlines the process of housing eligibility and the framework used for approval.

Housing eligibility

To be approved for the MRAC Housing Waiting List, all applicants must meet the following eligibility criteria.

The applicant must be:

- Aboriginal or Torres Strait Islander
- Be a non-Aboriginal person caring for Aboriginal children.
- A resident in the area they are applying for housing for at least a period of six months
- Able to provide two rental references from former landlords, including Department of Communities Housing, sign relevant consent forms for MRAC to undertake reference checks and provide reference contact information.
- Prove affordability based on income statements.

The CEO has discretion to approve eligibility exemption, based on the applicants' circumstances.

Transfer eligibility

To be approved for the MRAC Transfer List, all applicants must meet the following eligibility criteria.

The applicant must have:

- Documented medical reasons and supporting evidence from a verified practitioner.
- A good MRAC tenancy history.

Tenants approved for the transfer list will be required to wait for a suitable property to become available. These allocations must be approved by the CEO.

Housing Size Guidelines

The principle on housing size guidelines is that the property must be suitable to the applicant's household composition. The following applies:

- Single applicants on JobSeeker are eligible for one-bedroom property.
- Singles not receiving JobSeeker are eligible for a two-bedroom property.
- Couples are eligible for a two-bedroom property.
- Single applicants with two young children are eligible for a two-bedroom property subject to the ages and gender of the children.
- All other households will be assessed based on the number of adults and children. The ages of the children may be considered.

Eligibility Approval

Fully assessed applications are referred to the CEO for final approval. As part of the application assessment, the type of housing and whether the Housing Support Program is a prerequisite is determined.

If the application is assessed as ineligible, the applicant/s is advised in writing, including the reasons for the ineligibility.

Suspending a MRAC Housing Applications

With applications older than 12 months, MRAC contacts applicants annually, to ensure there is still an interest in MRAC housing and to ensure the waiting lists are up to date.

If MRAC does not receive a response from the applicant within six weeks, the application is suspended for a two-year period. During that time, if the applicant contacts MRAC, their application can be reinstated with their original application registration date.

Department of Communities Interest Properties

For Department of Communities interest properties all applicants must be registered on the Department's housing waitlist and must meet the Department's income and asset eligibility policy.

Allocation to these properties will be made via the Department's waitlist.

Appeals Process

Applicants can lodge an appeal against ineligibility or a suspension decision by way of the Appeals Process Policy.

Compliance requirements

- Non-compliance with this policy may result in uncontrolled financial and reputational risk for MRAC and loss of Housing Registration.
- The CEO will be responsible for reviewing this policy every 3 years unless an earlier need arises.

Evidence Base

- *Residential Tenancies Act (WA) 1984*
- Residential Tenancies Regulations (WA) 1989

Related Documents

- Doc_063 National Regulatory Code
- Tenancy Management Policy
- Arrears Management Policy
- Tenancy Termination Policy
- Doc_078 Appeals Policy