

## **Housing Assistance Payment (HAP)**

Housing Assistance Payment (HAP) is a new social housing support for all applicants on the housing list. HAP will replace Rent Supplement for those with a long term housing need. Persons applying for HAP (Housing Assistance Payment) must be a qualified housing applicant(s) before they can apply for HAP. Please note you will be reassessed when you submit a HAP application form.

If you are eligible as an approved housing applicant, you must find your own private rented accommodation. The Local Authority will pay the landlord directly and the tenant will pay a rent to the local authority based on the differential rent scheme. The rent will be based on your weekly household income and works in a similar way to the differential rents charged for local authority houses.

For more information, see a link to the Tenant and Landlord booklets and the information leaflet below.

HAP Tenant Booklet  
HAP Landlord Booklet

### **Tenants**

Applicants must source their own private rented accommodation.

#### **How do I get an application form for HAP?**

When you are accepted onto the Housing Waiting List you will be issued a letter and HAP forms by post.

#### **How do I get an application form into HAP?**

HAP Forms can be posted or e-mailed:

Post: Louth County Council, Civic Centre, Fair Street, Drogheda, Co. Louth.  
Or  
Louth County Council, Millennium Centre, Dundalk, Co. Louth.

E-mail: [hap@louthcoco.ie](mailto:hap@louthcoco.ie)

Tel: 041-9876137 or 041-9876173

- Form must be signed.
- Everything on Check list must be submitted with Application Form.
- Incomplete forms will be returned.

### **Do I have to pay Rent?**

YES. Each tenant in HAP must pay a differential weekly rent to HAP. This is based on your income/social welfare payment and calculation is done based on our Differential Rent Scheme.

### **How long does the lease have to be?**

A two year tenancy is preferable, however not compulsory. Your tenancy will be covered under the terms of the Residential Tenancies Act 2004 (RTA) (as amended). This means that the tenancy agreement is, or will be, between you and your landlord. You can find further information about your rights and responsibilities as a tenant on the RTB website [www.rtb.ie](http://www.rtb.ie)

### **Can I move?**

If a tenant wishes to move within HAP/end a residential tenancy where there is a current lease, this will only be facilitated/approved in exceptional circumstances. A written request outlining the reason for the need to move is required prior to the move taking place.

### **What happens to my housing application?**

On completion of your HAP Application you will be asked if you wish to stay on the Housing List or not. If you wish to remain on the Social Housing List you will be asked to sign a form requesting this. Your time on the waiting list will not be effected.

**Completed Tenant and Landlord HAP Applications must be submitted in order to validate the HAP Application.**