

## How will you pay the DHP if my application is successful?

Your DHP will be paid with the Housing Benefit that you already get. If you rent from the Council, any payment would be made direct to your rent account.

If you receive the housing element of Universal Credit, you will be paid your DHP separately, direct to your bank account.

Removal costs will be paid as one lump sum into your bank account. You will be paid after your new tenancy has been signed

## What if I disagree with the decision about my DHP application?

If you disagree with our decision either not to award a DHP, the amount awarded or the period of the award, you can ask us to look at our decision again.

Write to us within one month of the date on your decision letter telling us why you do not agree with the decision.

## Other leaflets available:

- ▶ 1 How to claim
- ▶ 2 Non-dependant deductions
- ▶ 3 Overpayments
- ▶ 4 Extended payments
- ▶ 5 Understanding our decision and making an appeal
- ▶ 6 Benefit on two homes
- ▶ 7 Benefit when you are away from home
- ▶ 8 Will you qualify?
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- ▶ 10 When will your award start?
- ▶ 11 Students
- ▶ 12 Discretionary housing payments
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- ▶ 14 Backdated awards
- ▶ 15 Second adult rebate
- ▶ 16 Benefit fraud
- ▶ 17 Self-employed
- ▶ 18 Benefit for people who work

## Contact Us

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Website: [www.harrogate.gov.uk](http://www.harrogate.gov.uk)

# Housing Benefit & Council Tax Reduction Scheme



## Discretionary housing payments

## Introduction

This guide is one of a number produced with the aim of helping customers understand Housing Benefit and Council Tax Reduction Scheme.

It is intended as a general guide. People have different circumstances so for more detailed individual advice please contact our Benefits Service.

## What are Discretionary Housing Payments (DHPs)?

Discretionary Housing Payments give extra help towards your housing costs. If you are getting Housing Benefit or the housing element of Universal Credit but still find it difficult to pay your rent, a DHP may give you additional, financial help.

You can also apply for a DHP to help you meet your removal costs if you are currently affected by Welfare Reforms and are moving to cheaper, alternative accommodation.

DHPs are not benefit payments. They are paid in addition to your benefit and are based on your circumstances.

## Who can apply for a DHP?

You can apply for a DHP if you are already receiving Housing Benefit or the housing element of Universal Credit and your benefit does not cover the full amount of your rent.

## What DHPs cannot pay for

DHPs cannot pay for the services included in your rent like fuel, water, electricity, or arrears of rent and Council Tax.

## How do I apply?

Contact our Benefits Service for an application form. Alternatively you can download an application form from our website at [www.harrogate.gov.uk/DHP](http://www.harrogate.gov.uk/DHP)

## What information must I provide?

Answer all of the questions on the form giving as much information as you can. Tell us in your own words why you need additional help to meet your rent or meet the cost of moving.

- Tell us about any exceptional or unusual circumstances you have. You may wish to provide evidence to support your application, e.g. a doctor's letter
- Tell us about your weekly income and your weekly expenditure. We may ask you to provide evidence of some items.
- If you are receiving the housing element of Universal Credit, we will need to see proof of your rent and a copy of your Universal Credit award letter.
- For help with removal costs, we will need to see evidence of your new tenancy.
- Sign the declaration and return the form to our Benefits Service.



## How long does a DHP award last ?

The length of award will vary depending on your circumstances.

You will be notified of how long your DHP has been awarded for (if your application is successful). DHPs are awarded for a limited period only to give you time to ease your financial circumstances.

When a DHP award ends you can reapply but account will be taken of any efforts you have made since your earlier application, to ensure you can meet your housing costs yourself.

Help towards removal costs will be a single award.

## How much will the DHP be?

If you are awarded a DHP the amount will depend on your circumstances. It cannot be higher than the difference between your rent, less any services, and your benefit entitlement.

Removal costs of up to £500 may be awarded.