

# Using the Community Housing Rent Calculator

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Version	Date	Status	Key changes made	Author/s
1	February 2016	Final		Housing and Homelessness Services
2	January 2018	Final	<ul style="list-style-type: none"> <li>• Clarification that all tenants and their spouses pay 25% of their assessable income in rent.</li> <li>• Instruction to include Family Tax Benefit part A (FTBA) and Maintenance as incomes for the calculation of rent.</li> <li>• Inclusion of information about assessing on the FTBA for the eldest four children under the age of 16 and that any FTBA received for children aged 16 and over is non-assessable.</li> <li>• How to deduct the Pension reform increases – 2009 from the base rate of pension for some single pensioners.</li> <li>• Examples of entering income from a Department of Human Services Income statement into the CHRC.</li> </ul>	Housing and Homelessness Services
3	August 2018		<ul style="list-style-type: none"> <li>• Inclusion of new features including those developed from the 2017 feedback survey:                             <ul style="list-style-type: none"> <li>○ Calculation of Single Sharer individual market rents</li> <li>○ Changes to the Extra charges to be paid by the tenant. Includes a dropdown and the option to add additional extras.</li> <li>○ New report for tenants</li> <li>○ Removal of information on the Electronic Rent Calculator as should no longer be used or is not supported by the Department.</li> </ul> </li> </ul>	Housing and Homelessness Services

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## Using the Community Housing Rent Calculator

The Community Housing Rent Calculator calculations are based on the Community Housing Rent Policy (September 2013).

The rent calculator will not save any tenant or household details, and is provided only for calculating rent. It replaces the Electronic Rent Calculator Tool (ERCT).

The rent calculator is updated regularly to reflect the changes to the rates of Rent Assistance and Family Tax Benefit paid by the Department of Human Services (DHS).

Before using the calculator, you should make sure you have the details of the assessable income ready for all household members.

### More information

If you have questions about using the rent calculator, you can:

- talk to your contract manager
- email [communityhsgrent@hpw.qld.gov.au](mailto:communityhsgrent@hpw.qld.gov.au)
- call (07) 3007 4555 and choose option 3.

## How to use the rent calculator

1. Open the rent calculator by visiting our [Community Housing Rent Calculator webpage](#). You can also save the following link direct to the rent calculator as a favourite on your device.  
<https://www.hpw.qld.gov.au/RentCalculator/>
2. **Terms and conditions** - you will need to agree with our terms and conditions to use the calculator – click **Accept**.

 **Queensland Government****Community Housing Rent Calculator**  
**Department of Housing and Public Works**

Community Housing Rent Calculator (CHRC)

This rent calculator has been developed to help community providers calculate their tenants' rent. Calculations are based on the [Community Housing Rent Policy \(September 2013\) \(PDF, 80.5KB\)](#). This calculator should only be used for calculating rent. It does not save any tenant or household details. Before you start, make sure you have the details of assessable income for all household members. Read more about [using the rent calculator](#) including contact information on our website.

**Disclaimer**

This calculator is made available by the State of Queensland as an information source only. The information is provided solely on the basis that users will be responsible for making their own assessment of any calculations. Users are advised to verify all relevant representations, statements and information, and the accuracy, completeness and currency of all information contained in the calculator.

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### 3. Family type

 **Queensland Government****Community Housing Rent Calculator**  
**Department of Housing and Public Works**

Community Housing Rent Calculator (CHRC)

**Family type**

Select the family type that best fits the tenant's circumstances. These options are consistent with the family types available with the Department of Human Services' Rent Assistance

**Young household members**

Enter the number of young people in the household aged 16 to 24 who have an assessable income. Young household members have their assessable income assessed at 10%.

Select the family type that that best fits the family situation and aligns with the family types used by DHS for assessing eligibility for rent assistance. This is for the tenant household, and does not mean all occupants.

The options are:

- Single
- Couple
- Single sharer (no children)
- Couple – temporarily separated (no children)
- Couple – separated by illness (no children)
- Not eligible for rent assistance

When Single sharer is selected, a field will appear to enter the number of single sharers that will calculate the individual sharer’s market rent. The individual’s share of the market rent will be applied on the next page of the calculator.

**Family type** 

Select the family type that best fits the tenant's circumstances. These options are consistent with the family types available with the Department of Human Services' Rent Assistance

Single sharer (no children) 

**Number of single sharers**

2

On the next page, when the full property market rent is added, the calculator will calculate the sharer’s individual share. This is the amount of market rent that will be used in the rent calculation.

**Rent type** 

Long Term Community Housing Program 

**Market rent** \$ 500 per week

**Number of sharers** 2

**Single sharer market rent** \$ 250.00 per week

**4. Young household members** – All tenants and their spouses pay 25% of their assessable income in rent, regardless of their age. They are not included in the concession for young household members.

Add the number of young household members (aged 16 to 24 years) who have an assessable income. Their income will be assessed at 10%. A field will be available on the next page of the calculator to include the details and income for each young household member you enter here.

Leave blank if there are no young household members.

5. Click **Start** to go to the next screen.

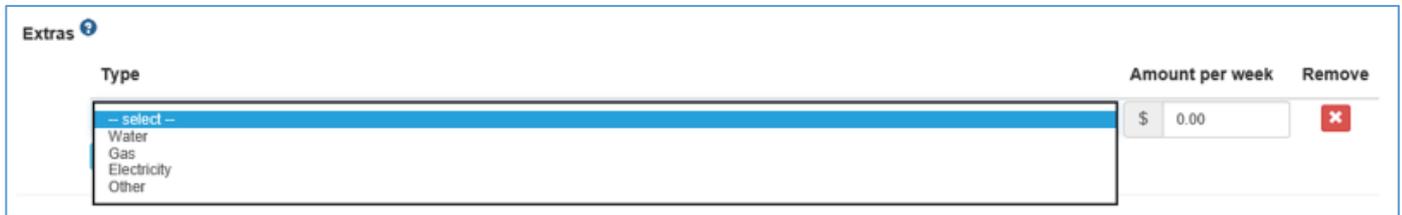
6. **Rent type** – choose the rent type for this tenancy. This is the program that the tenancy is managed under and the corresponding rent policy that applies. The calculation will be based on this rent type. The options and assessment percentage rules are:

Program/Rent type	Percentage assessable income is assessed
Long Term Community Housing Program	25%
Community Managed Studio Units	28% for furnished properties
Community Managed Studio Units	25% for unfurnished properties
Community Rent Scheme	25%
Crisis Accommodation Program	25%

7. **Market rent** - enter the weekly market rent for the property.

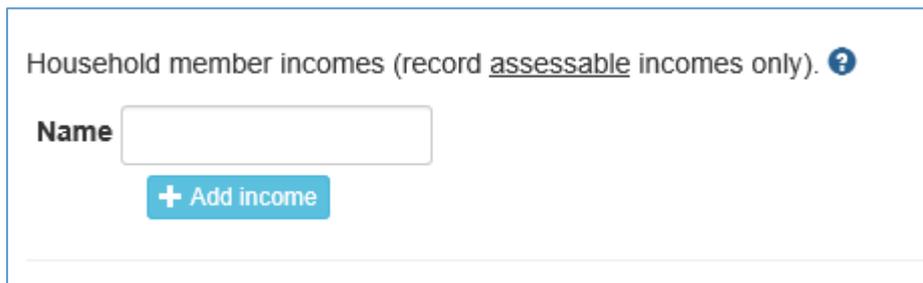
If the household type you have selected is shared, the sharer’s individual market rent will be used in the calculation. This is based on the field completed on the previous page of the calculator.

8. **Extras** – enter the amount of extras that you are charging the Tenant for any additional services or utilities supplied. Options can be selected from the dropdown. If Other is chosen an additional field will appear to enter the type of extras being charged.



The screenshot shows a form titled "Extras" with a help icon. It features a "Type" dropdown menu with options: "-- select --", "Water", "Gas", "Electricity", and "Other". To the right of the dropdown is a text input field for "Amount per week" containing "\$ 0.00" and a red "Remove" button with an "X" icon.

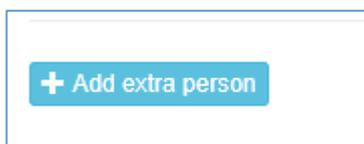
### 9. Household member incomes



The screenshot shows a form section titled "Household member incomes (record assessable incomes only)." with a help icon. Below the heading is a "Name" label followed by an empty text input field. Below the input field is a blue button with a plus sign and the text "+ Add income".

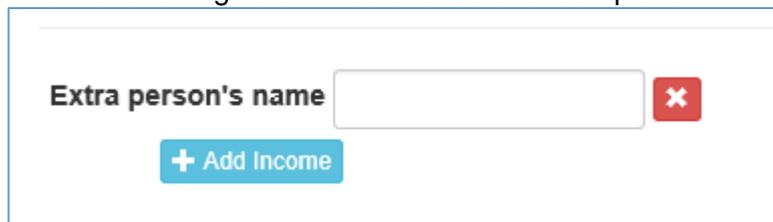
These fields are linked to the family type you selected earlier:

- If a single person family type has been selected, one set of fields will appear
- If a couple family type is selected, two sets of fields will need to be completed
- If the household has young household members with assessable incomes, fields for their names and income details will also appear for the number of young people indicated on the previous screen.
- Additional household members aged over 24 can be added using the following fields.



The screenshot shows a blue button with a plus sign and the text "+ Add extra person".

And the following field will be available for completion.



The screenshot shows a form section with the label "Extra person's name" followed by an empty text input field. To the right of the input field is a red "X" button. Below the input field is a blue button with a plus sign and the text "+ Add Income".

- enter the names of all adult household members
- select all assessable incomes each person receives
- this should include any Family Tax Benefit part A (FTBA) and Maintenance that the household member is receiving. FTBA is only assessable for the four eldest children under 16. FTBA for children aged 16 and over is non-assessable for rent assessment.
- enter the amount of assessable **weekly/fortnightly** income the person is receiving which should be provided on the income evidence that the Tenant/s provides.

**Please note:** Rent Assistance is not considered income for the tenant/s and is not assessed at 25%. It is instead calculated and added to the income based rent calculation at 100% of the payment.

Rent Assistance for any additional household members should be added as an income the person is receiving.

Please add the number of children in the household	
Number of children aged 0 - 12	<input type="text"/>
Number of children aged 13 - 15	<input type="text"/>
Number of children aged 0 - 15 receiving Maintenance	<input type="text"/>

**10. Children** – enter the number of children in the household in the appropriate age bracket field for the Family Tax Benefit (FTB) calculation.

**11. Child maintenance** – enter the number of children the household receives maintenance income for beside the relevant age bracket for the maintenance calculation.

These details are used for the calculation of rent assistance.

Note: If there are no children in the household, leave these blank.

**12.** Check all household information has been entered – click **Calculate**.

**Calculate**

The rent will be calculated and a field will populate at the top of the page with the **weekly** rent payable.

<p>Result</p> <p>Rent to charge: \$220.41 per week</p>
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To review the full details of the calculation, select **Calculation details**.

Calculation details ▼

## Example rent calculation using the CHRC

We have a single tenant household with a young household member who is working. The tenancy is managed under the Long Term Community Housing Program.

On the first page, "Single" has been chosen as the family type and one young household member with an assessable income has been selected.

Community Housing Rent Calculator (CHRC)

**Family type** ⓘ

Select the family type that best fits the tenant's circumstances. These options are consistent with the family types available with the Department of Human Services' Rent Assistance

Single ▼

**Young household members**

Enter the number of young people in the household aged 16 to 24 who have an assessable income. Young household members have their assessable income assessed at 10%.

1

**Start**

Long Term Community Housing Program has been selected as the Rent type and the weekly market rent of \$300.00 has been entered.

The names of household members have been entered and the incomes selected from the dropdown box. As many lines as required can be added to reflect the incomes that the household is receiving.

This household has no children for which Family Tax Benefit or Maintenance/ Child Support is being received.

Household member incomes (record assessable incomes only). ⓘ

**Name** T.Enent

Income ⓘ	Amount	Frequency	Remove
Age Pension ▼	\$ 413.00	Weekly ▼	✖
Clean Energy Supplement ▼	\$ 14.10	Fortnightly ▼	✖
<a href="#">+ Add income</a>			

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**Extra person's name** R.Esident ✖

Income	Amount	Frequency	Remove
Casual Earnings ▼	\$ 1000.00	Fortnightly ▼	✖
<a href="#">+ Add Income</a>			

When the rent is calculated this is the result:

Community Housing Rent Calculator (CHRC) - Single

**Result**

**Rent to charge:** \$290.15 per week

**Rent type** ? Long Term Community Housing Program ▼

**Market rent** \$ 300.00 **per week**

**Extras** ? + Add extra

Household member incomes (record assessable incomes only). ?

**Name** T.Enent

Income <span style="font-size: 0.8em;">?</span>	Amount	Frequency	Remove
Age Pension <span style="float: right;">▼</span>	\$ 413.00	Weekly <span style="float: right;">▼</span>	<span style="color: red; font-weight: bold;">✕</span>
Clean Energy Supplement <span style="float: right;">▼</span>	\$ 14.10	Fortnightly <span style="float: right;">▼</span>	<span style="color: red; font-weight: bold;">✕</span>

+ Add income

**Extra person's name** R.Esident ✕

Income	Amount	Frequency	Remove
Casual Earnings <span style="float: right;">▼</span>	\$ 1000.00	Fortnightly <span style="float: right;">▼</span>	<span style="color: red; font-weight: bold;">✕</span>

+ Add Income

**Please add the number of children in the household** ?

Number of children aged 0 - 12	
Number of children aged 13 - 15	
Number of children aged 0 - 15 receiving Maintenance	

Calculate
Print
Report for Tenant/s

Calculation details ▼

**When:** 22/08/2018 2:26:40 PM  
**Policy:** Policy 2013

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**Rental type:** Long Term Community Housing Program (rent @ 25%)  
**Market rent:** \$300.00

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**Family type chosen:** Single  
**Tenants gross income:** \$420.05  
**Tenants net income (assessable):** \$420.05  
**Young household members have their assessable income assessed at 10%**  
**Young people gross income:** \$0.00  
**Young people net income (assessable):** \$0.00  
**Extra people gross income:** \$500.00  
**Extra people net income (assessable):** \$471.00  
**Family Tax Benefit part A and Maintenance/Child Support incomes is assessed at 15%**  
**Household maintenance:** \$0.00  
**Income calculated rent:** \$222.76

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**Rent assistance family situation:** Single, no children.  
**Maximized Rent Assistance on the income based rent:** \$67.40  
**Rent amount calculated:** \$290.16  
**Extras:** \$0.00  
**Total Calculated Rent:** \$290.15

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**Incomes used in rent calculation:**

- T.Enent - Age Pension, \$413.00
- T.Enent - Clean Energy Supplement, \$7.05
- R.Esident - Casual Earnings, \$500.00

This report can be printed using the Print button.



A report for Tenant/s can also be printed.



If this button is selected, a field presents that allows you to add the Customer's reference, the effective date of the new rent, your organisation's details and the address of the property. This information is not stored in the calculator so will need to be added at each use if required.

**Add Client Report Information** x

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**Reference number**

**Rent effective date**

**Landlord/Lessor**

**Property address**

---

Close Continue

If you do not want to add this additional information, select Continue to produce the report or close to return to the calculator.

Open the report that is produced.

**Rent assessment report for tenants**

Reference number: 0001 Rent effective date: 3/09/2018

Landlord/Lessor: A Queensland Housing Provider

Property address: 1 Smith Street Smithville

**Your household's assessable income**

Name	Income type	Gross weekly amount
T.Enent	Age Pension	\$413.00
	Clean Energy Supplement	\$7.05
R.Esident	Casual Earnings	\$500.00

**Total assessable income: \$920.05**

**How your rent was calculated**

The market rent of your home: \$300.00

Your rent calculated from your income including any Rent Assistance you may be eligible for : \$290.16

Extra charges: \$0.00

**Total weekly rent: \$290.15**

Tenant name	Signature	Date	/	/
Tenant name	Signature	Date	/	/
Officer/Staff	Signature	Date	/	/

## How to deduct the Pension reform increases – 2009 from the base rate of pension for some single pensioners.

Under section 4.1 Pension reform increases – 2009 of the Community Housing Rent Policy September 2013, the Pension Reform increases introduced by the Commonwealth Government in 2009 are not to be included when assessing rent for single pensioners.

The Pension Reform increases are to be excluded from the assessable income amounts used to assess rent, for the following **single** pensions:

- Disability Support Pension - recipients aged 21 and over
- Disability Support Pension - Blind
- Carer Pension
- Wife Pension Disability
- Wife Pension Age
- Age Pension
- Age Pension - Blind
- Widow B Pension
- Bereavement Allowance
- Service Pension
- War Widow/ers Payment

**Note - Parenting Payment is not included in the pension increase.**

When this increase occurred in September 2009 and until March 2014, the income was separately identified on a client’s Department of Human Services (Centrelink) income and asset statement. This no longer occurs but this income is included in the base rate of the pension payment. The Pension Reform increase is still non-assessable so this amount needs to be deducted from the base rate of the single pension payment. The value of the Pension Reform increase is \$60.00 a fortnight or \$30.00 a week. This amount does not increase or change with the regular Consumer Price Index increases.

In the example below the amount that would be added into the CHRC for the rent calculation is \$367.40 a week/\$734.80 a fortnight.

Previous Regular Entitlements and Payments			
Payment type	Amount	Date last paid	Date of grant
Disability Support Pension	\$794.80	12 May 2016	23 January 1997
Energy Supplement	\$14.10	12 May 2016	23 January 1997
Pension Supplement	\$65.00	12 May 2016	23 January 1997

How to calculate the amount to be entered into the calculator:

Calculation steps	Amounts
Base rate of Disability Support Pension	\$794.80 a fortnight
Minus the Pension Reform increase	\$60.00 a fortnight
Amount used for the rent assessment	\$734.80 a fortnight
Amount entered into the CHRC	\$367.40 a week

## Examples of entering incomes into the CHRC from a Department of Human Services income statement

**Example 1: Tenant receives Newstart**

Previous Regular Entitlements and Payments			
Payment type	Amount	Date last paid	Date of grant
Newstart Allowance	\$385.27	15 August 2016	21 July 2014
Energy Supplement	\$8.80	15 August 2016	21 July 2014
GST Component	\$7.54	15 August 2016	21 July 2014
Pharmaceutical Allowance	\$6.20	15 August 2016	21 July 2014

How the incomes would be entered into the CHRC:

Name

**Income**

	Amount	Frequency	Remove
Newstart Allowance	\$ 385.27	Fortnightly	<input type="button" value="x"/>
Clean Energy Supplement	\$ 8.80	Fortnightly	<input type="button" value="x"/>

GST and Pharmaceutical allowance are non-assessable income so are not entered.

**Example 2 – Tenant receives Youth Allowance**

Previous Regular Entitlements and Payments			
Payment type	Amount	Date last paid	Date of grant
Youth Allowance	\$433.20	30 June 2016	
Energy Supplement	\$7.00	30 June 2016	

How the incomes would be entered into the CHRC:

Name

Income ⓘ	Amount	Frequency	Remove
<input type="text" value="Youth Allowance"/>	\$ 433.20	Fortnightly	<input type="button" value="✖"/>
<input type="text" value="Clean Energy Supplement"/>	\$ 7.00	Fortnightly	<input type="button" value="✖"/>

**Example 3 – Tenant receives Abstudy**

Previous Regular Entitlements and Payments			
Payment type	Amount	Date last paid	Date of grant
Abstudy	\$279.72	23 March 2016	29 February 2016
Energy Supplement	\$4.60	23 March 2016	29 February 2016
GST Component	\$5.48	23 March 2016	29 February 2016

How the incomes would be entered into the CHRC:

Name

Income ⓘ	Amount	Frequency	Remove
<input type="text" value="Abstudy"/>	\$ 139.86	Weekly	<input type="button" value="✖"/>
<input type="text" value="Clean Energy Supplement"/>	\$ 2.30	Weekly	<input type="button" value="✖"/>

GST is non-assessable so is not entered.

**Example 4 – Tenant receives Newstart and has a small business income.**

Previous Regular Entitlements and Payments			
Payment type	Amount	Date last paid	Date of grant
Newstart Allowance	\$500.70	04 July 2014	27 April 2012
Energy Supplement	\$8.70	04 July 2014	27 April 2012
GST Component	\$9.80	04 July 2014	27 April 2012

Details of Income (not including Centrelink Payments)			
Income type	Amount	Frequency	Date of Effect
Business Income	\$108.00	Annually	12 April 2013
Financial Investment Income	\$2.00	Annually	04 November 2013

How the incomes would be entered into the CHRC:

Name

Income ⓘ	Amount	Frequency	Remove
Newstart Allowance <input type="checkbox"/>	\$ 250.35	Weekly <input type="checkbox"/>	<input type="checkbox"/>
Clean Energy Supplement <input type="checkbox"/>	\$ 4.35	Weekly <input type="checkbox"/>	<input type="checkbox"/>
Self Employed <input type="checkbox"/>	\$ 100.00	Fortnightly <input type="checkbox"/>	<input type="checkbox"/>
Interest <input type="checkbox"/>	\$ 0.10	Fortnightly <input type="checkbox"/>	<input type="checkbox"/>

[+ Add income](#)

GST is non-assessable so is not entered.

## What is new with Version 2 – September 2018

- Additional information hovers  that provide you with information on what to enter into the field.
- Calculation for the Single sharer's individual market rent.
- Additional options of rent types/rent policies that can be applied. Inclusion of Community Rent Scheme calculated at 25% and the separation of Community Managed Studio Units between furnished at 28% and unfurnished at 25%.
- Dropdown options for Extras
- The option to record incomes as being received weekly or fortnightly.
- Incomes are categorised into groups by the source of the income.
- Additional information in the calculation details showing the percentages that incomes are calculated at for Young Household members and Family Tax Benefit part A and Child Support/maintenance incomes.
- New report that can be provided to Tenant/s. The new report allows for the inclusion of the client, property and provider information and has provision for signature by the tenant and the provider.