

This Easy-to-Read booklet is for video 1  
in our guide to Social Housing Support



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**Inclusion Ireland**

The National Association for People  
with an Intellectual Disability.

**RIGHTS AND PATHWAYS FOR  
HOUSING AND SUPPORTED  
INDEPENDENT LIVING FOR  
PEOPLE WITH AN  
INTELLECTUAL DISABILITY**

[www.inclusionireland.ie/housing](http://www.inclusionireland.ie/housing)



The First Steps





This is an Easy-to-Read guide to taking the first steps on a journey to housing and supported independent living.

You might find it useful if you are a person with intellectual disability, a family member, or if you support a person with an intellectual disability in some way.



It is part of a series of three videos which also includes a guide to filling the application form for social housing and obtaining all the items on the application checklist. You can find them in the housing section of our website.



Every person has a right to live where they want and with who they want to live with.

In fact, your right to do this is protected by the United Nations Convention on the Rights of Persons with Disabilities which our government has committed to stand by.



Most important for this video are articles 9 and 19 which protect your rights to live independently and be included in your community with any supports needed for you to participate as fully as you want or need to.



This means that whenever Government Departments and the public bodies within them write policies they make sure to include all the points or Articles written in the convention.



Feidhmeannacht na Seirbhíse Sláinte  
Health Service Executive



For example, our health service, the HSE, made a plan (or framework) to guide people when they are making person centred plans for people with an intellectual disability. It is called New Directions.



A National Framework for Person-Centred Planning in Services for Persons with a Disability  
New Directions, HSE.

Every support provider will have their own way of supporting you to make plans for how you want to live.

No matter what way they do it the HSE says that a good plan includes choice, empowerment, and independence.

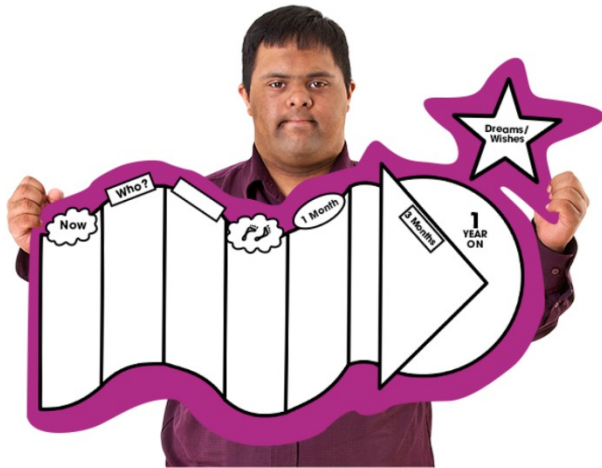


So, you should be supported to take control of your life, and your views should be respected. You should be supported to communicate your choices and make decisions based on your own will and preference so that you can participate fully in your community, make new friends, and have new experiences.



Everyone has support needs but not everyone has the same support needs. A good plan and support package should represent you.





If you decide that you would like to change your living situation, then you can talk to somebody you trust for support.

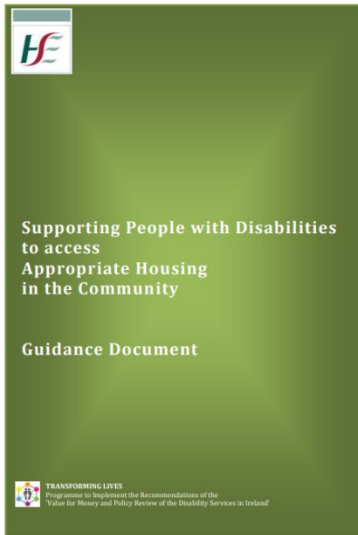
If this is in the disability service that supports you, it might be your key worker. You can add it to your person-centred plan as a goal to work towards.



Or perhaps you might like the support of a family member or friend to get the process started. You can always ask a family member or friend to be with you when you talk to your key worker.



What would a good life include for you?



The HSE wrote a guide to supporting disabled people to access their right live in the community.

It says that disabled people should be supported to choose their own living arrangement. This might include:



Living on your own



Or you might like to share with other people. Maybe you have friends that you would like to live with.



You could share with people who also have disabilities or people who don't.



Or perhaps you would like to live with family or choose to live with another family.  
Perhaps you already live with family and would like to stay there but would prefer to choose outside support.



Think about the things that you would like to do. Which things you would like to do by yourself? Which things might you need support on?





Some things you may not know how to do now, but you might be able to learn how to do them.



Goals you want to set might be practical like cooking, cleaning, managing your money or shopping.



They can also be about how you want to live your life including things like education, friends, wellbeing, and employment.



Think about the steps that you can take to get you to those goals. These could be things like taking a course or picking out people who can help you.



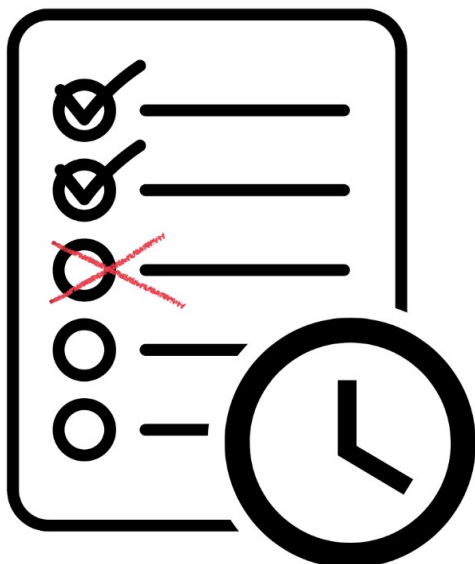
You can ask your key worker or a supporter about this.



You can also check out services in your community by visiting your Citizen's Information office, your local Family Resource Centre, and your local Education and Training Board.

You might ask what is available to you and from who? What isn't available yet?

These can be goals that take a short time or many years. It is your plan and your support package.



Your plan should be looked at over time so that you can make changes to it or see what is or isn't working.

You can add supports or take away as you want or need to, or as new ones become available.





If you can't afford to pay for housing by yourself, you can apply for Social Housing Support.



It is very important that as soon as you know that you want to apply for this that you begin your application. Assessment and the waiting list both take quite a long time.



Any supports you may need will also take time so that you get the supports and people that you want.

**Application form for  
SOCIAL HOUSING  
SUPPORT**

Application to:  
DUBLIN CITY COUNCIL

Comhairle Cathrach  
Bhaile Átha Cliath  
Dublin City Council

**Important: Please Read the Following Information Carefully**

1. If you are unsure about how to answer any of the questions in this application form, please ask an officer in the Housing Section or Customer Service Unit of your local authority or your local Citizens Information Centre to help you.
2. When filling out this form, please make sure to write clearly so that your application can be processed as quickly as possible.
3. Make sure you have answered all of the questions fully where these are relevant to you. If you do not fully answer all the questions relevant to you, you might not get the correct priority for housing or else we may have to return the form to you, and it would delay your application. Only fully completed applications will be processed.
4. Your rights as a data subject under the General Data Protection Regulation (GDPR) apply in full and will be clearly set out in the relevant data protection policies and procedures for the local authority to whom you are submitting your application. If you have any query in relation to your rights under GDPR, you can contact the nominated Data Protection Officer for that local authority. Details of how to submit your query will be supplied by the local authority directly.
5. This application cannot be completed without a Personal Public Service Number (PPSN) for all members of the household included on the application form. If you are not aware of the PPSN for any children for whom accommodation is sought, they can be obtained by contacting your local Social Welfare Office either by telephone or in person. Please note that you will need to have your own PPSN to hand.

01 SUPPORTING DOCUMENTATION WILL HAVE TO BE PROVIDED TO THE LOCAL AUTHORITY

You will first need to fill out the Social Housing Supports Application form.

You can get your application form from your local housing authority. You will find these at your County or City Council Offices.



Filling the form takes some time and you have to include quite a lot of information. You may prefer to ask somebody you trust to help you fill the form.



Or you can ask a Housing Officer at the Local Authority, the Customer Information Centre.

We have created a video to help you fill in the form and you can find on the housing section of our website.



So who can apply for Social Housing Supports?

You can apply if you cannot afford to pay for your own place to live. You can only apply to the authority where you live now or where you have a local connection

An tÚdarás Rialála Comhlachtaí  
Tithíochta Ceadaithe  
Approved Housing Bodies  
Regulatory Authority



You can get social housing support from your local authority, or another type of agency called an Approved Housing Body. These provide housing for groups of people. The disability service that you are connected to may be an Approved Housing Body.



There are different types of Social Housing Supports.

For example, people may rent houses or apartments from the local authority or an approved housing body.



Or rent a house or an apartment through schemes such as the Rental Accommodation Scheme (RAS) and Housing Assistance Payment Scheme (HAP).



Some other options available include the Improvement Works in Lieu Scheme (IWILs) and the Wheelchair Liveable option.

These can be a big help if you want to stay living in the house you are in but to do so would require that certain changes or additions were made to it.



Write your answers clearly and take your time.

Be sure to answer all the questions on the application form.

You need to include all the information asked for or your application cannot move forward.



If a question doesn't apply to you just put the letters N/A. This means 'Not applicable'.



You may be contacted again later for more information so be sure to always respond to any letters or emails from your Local Authority. You may want to ask somebody you trust to support you with this.



If you don't reply when the Local Authority contact you or send on the information requested this can lead to you being removed from the waiting list for Social Housing Support.



It is important to take a copy of any information sent to or from your Local Authority. Photocopy letters or save to your computer.



If you have a person you trust supporting you with this you may also want them to keep copies in a secure place for you as a back-up.





It is best to hand your completed application to the Local Authority in person. This way they can go through your form and make sure that you have answered everything you need to.



They will also check that you have everything you need on the checklist.



For a guide to the checklist, you can check out our other video simply called The Checklist.

It also has an Easy-to-Read guide for you to print out. It is number 2 in the series.

For more information about housing and supported independent living check out the housing section on our website.

You can find it at [www.inclusionireland.ie/housing](http://www.inclusionireland.ie/housing)

Inclusion Ireland works towards the full inclusion of people with intellectual disabilities by supporting people to have their voices heard and advocating for rights under the United Nations Convention on the Rights of People with Disabilities (UNCRPD).



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