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London
CANADA

Housing Division Notice

Date: July 4, 2002

HDN# 2002 - 21

This applicable legislation/policy is to be implemented by the housing provider(s) under the following programs:

Please note, if your program is **not checked**, this change is **not applicable** to your project.

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
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Federal Non-Profit Housing Program

Private Non-Profit Housing Program

Co-operative Non-Profit Housing Program

Municipal Non-Profit Housing Program (Pre-1986)

Local Housing Corporation

Subject: Policy on Pursuit of Income for Rent-Geared-to-Income Eligibility:

Tenants/Members have 30 days from the date of notice to provide proof that they have pursued the appropriate source of income as per O. Regulation 298/01, Section 7(3). If they do not pursue the source of income as required, they will lose their rent-geared-to-income assistance and will be charged market rent according to the notice period required by law.

Background:

Pursuit of Income

Social Housing Reform Act 2000, O.Regulation 298/01 Section 7(3), requires all households receiving or eligible to receive rent-geared-to-income assistance to make "reasonable efforts" to receive any income that they may be eligible to receive including:

1. Basic financial assistance under the *Ontario Works Act, 1997*
2. Support under the *Divorce Act (Canada)*, the *Family Law Act* or the *Reciprocal Enforcement of Support Orders Act*
3. Benefits under the *Employment Insurance Act (Canada)*

4. Any pension or other benefit that an individual who is 65 years of age or older is or may be entitled to receive from the government of Ontario or the Government of Canada, other than a pension or other benefit that is available to an individual before the month in which the individual attains 65 years of age
5. Support or maintenance resulting from an undertaking given with respect to the member of the household under the *Immigration Act* (Canada)

The Service Manager may determine what reasonable efforts RGI Tenants/Members must take to pursue that income. The decision of the income provider will impact on the amount of income to be used in the calculation of the geared-to-income rent.

A attached letter was created through the SHOAC for all housing providers to use in notifying their respective Tenants/Members of their obligation under the Social Housing Reform Act 2000.

A communication to all Tenants/Members advising them of their rights and obligations (see HDN 19 & HDN 20) was created by the SHOAC for all housing providers to use for information to their residents. It includes a section on pursuing all sources of income.

Action Required:

Housing Providers will implement the Policy on Pursuit of Income for Rent-Geared-To-Income Eligibility effective immediately.

Louise Stevens
Director of Housing

Attachment "Pursuit of Income"

Name of Tenant/Member/Applicant: _____

Date: _____

RE:

PURSUIT OF INCOME

Dear _____,

O. Regulation 298/01 section 7(3) of the *Social Housing Reform Act, 2000* requires that you pursue all potential sources of income in order to be eligible to receive Rent-Geared-to-Income Assistance.

It is the opinion of this office that you may be eligible to receive the following type(s) of income:

- Basic financial assistance under the *Ontario Works Act, 1997*.
- Support under the *Divorce Act (Canada)*, the *Family Law Act* or the *Reciprocal Enforcement of Support Orders Act*.
- Benefits under the *Employment Insurance Act (Canada)*.
- Any pensions or other benefit that an individual who is 65 years of age or older is or may be entitled to receive from the Government of Ontario or the Government of Canada, other than a pension or other benefit that is available to an individual before the month in which the individual attains 65 year of age.
- Support or maintenance resulting from an undertaking given with respect to the member under the *Immigration Act (Canada)*.

Please provide our office with proof that you have applied for or have made a reasonable effort to obtain this income **within 30 days** of the date of this notice. Acceptable proof would be a copy of the original application or a letter confirming that an application has been completed or filed on your behalf.

If we do not receive a response within 30 days, or we conclude, on the basis of your response, that you have failed to make reasonable efforts to obtain the above indicated income, you will no longer be eligible for Rent-Geared-to-Income Assistance.

If you have any questions regarding this notice, please contact your Property Manager/Coordinator at _____.

Thank you,