Definition of Human Trafficking

For the purpose of Special Priority – Human Trafficking means:
With respect to a member of a household, one or more incidents of recruitment, transportation, transfer, harbouring or receipt of the member by improper means, including force, abduction, fraud, coercion, deception and repeated provision of a controlled substance, for an illegal purpose, including sexual exploitation or forced labour. (“trait”).

Who Can Apply

In order to be qualified under this category, you must
✓ Be eligible for Rent-Geared-to-Income assistance housing
✓ If you or someone in your household is being or has been trafficked

Type of Human Trafficking

The types of human trafficking are:
✓ Sex trafficking
✓ Labour trafficking
✓ Forced marriage involving exploitation
✓ Other forced illegal activities

Instructions

Please read carefully before applying for Request for Special Priority status.

1. All Applicants must fill out and sign Section 1 of the application.
2. Section 2 and 3 must be completed and signed by a qualified professional and by a person who has authority to Bind the agency or organization (See below for a list of professionals).

PLEASE NOTE:

3. A letter from a qualified professional must be attached to the application describing the indicators of trafficking applicable to the applicant’s situation with a second signature by someone who has the authority to Bind the agency or organization (See the sample letter attached). All documents from professionals should be original, signed copies on letterhead.
4. Provide any additional document(s) if you wish that demonstrates you or someone in your household has been trafficked.

If you have been trafficked for more than six months and you believe that you or someone who lives with you is at risk of further trafficking, the letter from your qualified professional and agency or organization must explain the on-going risk.

List of professionals:

The Housing Access Centre (HAC) relies on documentation from verifying professionals to ensure that special priority is only given to those who truly qualify. Examples of professionals are:
✓ Doctor
✓ Registered Practical Nurse
✓ RA member of College of Midwives of Ontario
✓ Lawyer
✓ Member of the Clergy
✓ Law Enforcement Officer
✓ Teacher
✓ Guidance Counsellor
✓ Indigenous Elder, traditional person or knowledge Keeper
✓ An aboriginal person who provides traditional midwifery services
✓ An individual in a managerial or administrative position health care with a housing provider services
✓ Community service worker including community worker, social worker, social service worker, victim worker, settlement services worker, shelter worker, and community legal worker (for the second signature needed)
(Date)

Housing Access Centre
Citi Plaza, 355 Wellington Street
Suite 248, 2nd Floor
London, ON   N6A 3N7

Re: Special Priority – Human Trafficking Verification Letter for {Client’s Full Name}

To Housing Services Representative:

Paragraph 1 – please include the nature of the relationship between the client and professional (individual has been my client/patient since.., or client came to the shelter on...date, etc.)

Paragraph 2 – please state the current or previous connection between the client and Human Trafficking. Please identify whether if they are still being trafficked or have been trafficked within the last 6 months.

Paragraph 3 – please include specific indicators of trafficking. The indicators should clearly outline the trafficking situation. While it is not necessary to have details of each incident, the information should demonstrate how the client’s situation meets the provincial definition of trafficking which is:

“One or more incidents of recruitment, transportation, transfer, harboring or receipt of the member by improper means, including force, abduction, fraud, coercion, deception and repeated provision of a controlled substance, for an illegal purpose, including sexual exploitation or forced labour.”

Paragraph 4 - Please include any other any information that is relevant to the request for housing, such as special needs of children, areas of concern to avoid and any special requests (ie floor level, townhouse only)

(Signature of professional who prepared the record)
(Print full name, position/title)

(Signature by the second person who has the authority to bind the agency or organization)
(Print full name, position/title)
Section 1: Verification of Human Trafficking

Applicant Authorization

This section must be completed by the person who was trafficked. If that person is under the age of 16 or is unable for any reason to sign the consent or to give a valid consent, the consent may be signed for the trafficked person's behalf by the parent or guardian; an attorney under a power of attorney that authorizes that attorney to give the consent on the trafficked person's behalf; or a person who is otherwise authorized to give the consent on the trafficked person's behalf.

I ______________________________________________________ have applied for special priority status on the City of London's rent-geared-to-income assistance (RGI) waiting list.

AND

I, hereby authorize ___________________________________________, my _____________________________________ (Enter the full name of professional) (professional relationship, e.g. doctor, teacher, lawyer, etc.) to complete this form and consent to the disclosure of any supporting information requested by the Housing Access Center (HAC) to assess my application.

Signature of applicant (or a person authorized to sign on behalf of the trafficked person) ___________________________ Date ___________________

Section 2: Professionals Information and Declaration

To be filled out by the Professional

The applicant's request for special priority – Human Trafficking cannot be considered without this completed section of the form AND the letter describing the indicators of trafficking that apply to the applicant's situation.

Full name

Professional relationship

Type/Name of organization

Telephone #:

Address

City

Province

Postal code

I have reviewed the definition and indicators of trafficking outlined in this form and in my professional capacity have attached a letter describing the indicators of the trafficking applicable to the applicant's circumstances.

☐ Yes ☐ No

I declare that to the best of my knowledge, the information I have provided in the attached letter is an accurate account of the applicant's situation.

☐ Yes ☐ No

I understand that HAC will rely on the information I have provided to assess the applicant's eligibility for special priority.

☐ Yes ☐ No

Signature of person who prepared the record ___________________________ Date ___________________
## Section 3: Person of Authority

To be filled out by the person who has the authority to Bind the agency or organization

The applicant’s request for special priority—Human Trafficking cannot be considered without this completed section of the form from the person who has the authority to Bind the agency or organization.

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I have reviewed the definition and indicators of trafficking outlined in this form and in my professional capacity have read the letter from the professional describing the indicators of the trafficking applicable to the applicant’s circumstances.

- [ ] Yes  - [ ] No

I declare that to the best of my knowledge, the information that is provided in the attached letter is an accurate account of the applicant’s situation.

- [ ] Yes  - [ ] No

_______________________________
Signature of professional

_______________________________
Date

The Request for Special Priority – Human Trafficking form and attached documents can be submitted with your basic application for Rent-geared-to-income housing.

Your complete application can be mailed, emailed, or delivered to:

The Corporation of the City of London
Housing Access Centre
Citi Plaza, 355 Wellington Street
Suite 248, 2nd Floor
London, ON N6A 3N7

Email: hac@london.ca

**APPLICATIONS WILL NOT BE ACCEPTED BY FAX**

Inquiries can be directed to 519-661-0861

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Personal information contained on this form or in attachments is collected, pursuant to the *Housing Services Act (2011)* Sections 169-176 or the *Municipal Freedom of Information and Protection of Privacy Act, (R.S.O. 1990, c M.56).* This information will be used to determine suitability and eligibility for housing applied to, a continuation of housing and the appropriate rent scale and rent-geared-to-income charge. Personal information may be disclosed to housing providers, other municipal or provincial departments and agencies that assist in the provision of social housing and social agencies providing social assistance to the applicant. All applicants must consent to the verification, disclosure and the transfer of information given on this form and attachments by or to any of the above entities and you are required to provide supporting material for the purpose of processing the application.