Housing Division Notice

Date: July 4, 2002

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.

- 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 Rent-Geared-To-Income Increases:

(a) If there is a change in income during mid-lease year, and if the change results in an increased income of less than $35 per month, there will not be an increase in rent-geared-to-income payable by the tenant/member. (For instance, Old Age Security cheques increase minimally every quarter, and the administrative costs to increase rent by $1 far outweigh any benefit.)

(b) If there is a change in income during mid-lease year, and if the change results in an increased income of more than $35 per month, which results in a rent-geared-to-income payable of $10 or more per month, the rent-geared-to-income will be increased by the applicable amount within the notice period allowed by law.

(c) At the Tenant/Member annual income review, all rent increases due to any change in income during the past year, even those less than $10, shall occur and be effective for the new lease year.
Background:

Rent-Geared-To-Income Increases

O. Regulation 298/01, Section 52, states:
(2) Once in every 12-month period after a household begins to receive rent-geared-to-income assistance, the service manager [housing provider] shall review the geared-to-income rent payable by the household and shall determine whether that rent should be reduced, be increased or remain the same.

(3) A [housing provider] may review the geared-to-income rent payable by a household receiving rent-geared-to-income assistance more frequently than once every 12-month period if the service manager considers such a review to be desirable.

(9) If, on a review under this section, a [housing provider] determines that the geared-to-income rent payable by a household should be increased by an amount less than $10, the service manager may decide,
   (a) to implement the increase; or
   (b) not to implement the increase

Section 10. (1) Notice of changes states: A household receiving rent-geared-to-income assistance shall...give the [housing provider] a written notice setting out the change.

A communication to Tenants/Members (see HDN 19 & HDN 20) advises them of their obligation to report changes.

Action Required:

Housing Providers will implement the Policy on Rent-Geared-To-Income Increases effective immediately.

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Director of Housing