



Housing Services
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 CANADA

Housing Division Notice

Date: October 12, 2021

HDN# 2021 – 256

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.

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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: LOCAL SELECTION PRIORITY RULES (IN ADDITION TO THE PROVINCIALY LEGISLATED ELIGIBILITY RULES) (REPLACES HDN# 2005-90)

1. PURPOSE:

Selection Priority for Placements

When selecting an applicant from the centralized social housing waiting list, offers by the Housing Providers should be made in the following order:

1. Applicant households approved under the **Special Priority Policy (SPP)**;
2. Applicant households deemed to be in an **Urgent** situation ranked according to the date the status was assigned;
3. Applicant households in the **High Need** category by date of application; and,
4. Applicant households in the rent-geared-to-income category ranked **Chronologically** by date of application (see Placement Ratio below).

Placement Ratio: Housing Providers must ensure that, after all SPP applicants are first placed from their waiting lists, a maximum of 90% of placements must be from households in the Urgent and High Need categories and 10% from the Chronological category.

Market rent households are not included in the selection priority for placements.

Housing Providers must adhere to their legislated targeting plan for the number of market rent units, the number of rent-geared-to-income units and the number of high need units in their portfolio.

Definitions:

Special Priority status is determined by the Service Manager through the Housing Access Centre.

1. **Special Priority Policy (SPP)** household is defined in O. Reg. 367/11 s 52 to s 58.
2. **Urgent Status** as determined by the Service Manager through the Housing Access Centre.
3. **High Need** household means a household whose annual income is less than or equal to the amount as set in the Housing Services Act, 2011 O.Reg 370/11 for the size of unit the household occupies and the part of the service area in which the unit is located. Please refer to the local Housing Division Notice regarding the Maximum Household Income for current High Need Household Income Limit, as they are updated annually.

2. BACKGROUND AND COMPLIANCE STANDARD:

The local eligibility rules for rent-geared-to-income assistance were approved by Municipal Council on April 18, 2005 and are as follows:

- a) Placement Ratio in Selection Priority for Placements
- b) Clarifications in Urgent Status Wording
- c) High Need Income Limit Levels

These local eligibility rules will provide opportunities for at least 10% of the geared-to-income assisted tenant base is housed from the chronological list. This placement ratio provides the applicant households in this category access to subsidized housing while still housing those most vulnerable in our communities as a priority.

3. ACTION:

That Housing Providers implement the local selection priority rules for rent-geared-to- income assistance.

4. AUTHORIZATION:

Original signed by

Dave Purdy
Manager, Housing Services

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