



Corporation of the City of London  
Municipal Housing Development  
Citi Plaza, 355 Wellington Street, Suite  
248 London, ON N6A 3N7

# Housing Division Notice

**Date: July 1, 2023**

**HDN#: 2023-265**

This applicable legislation/policy is to be implemented by the housing provider(s) and rent supplement administrators 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 (Rent Supplement Units Only)
√	Private Non-Profit Housing Program
√	Co-operative Non-Profit Housing Program
√	Rent Supplement Program
√	Local Housing Corporation

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**Subject: LOCAL RULE – MAXIMUM HOUSEHOLD ASSETS (Replaces HDN#: 2012-176)**

**1. PURPOSE:**

To inform community partners of the local rule, background, and compliance standard under Ontario Regulation 367/11 s. 32.5, requiring Service Managers to set local asset limit rules to determine eligibility for RGI assistance. The local eligibility rule comes into effect on July 1, 2023.

Housing providers will be required to apply local income and asset limits as part of determining both initial and continued eligibility for rent-gear-to-income assistance. This includes applicants on waitlists, new RGI applicants and households in receipt of RGI assistance.

**2. BACKGROUND AND COMPLIANCE STANDARD:**

The *Housing Service Act, 2011* under Ontario Regulation 367/11, s. 32.5, gives

Service Managers the flexibility to set local asset limits, with the minimum asset limit per household being \$50,000. Households are ineligible for a rent-geared-to-income unit in the service area if the household assets exceed the limit set for the household size.

Service managers cannot set the asset limit to qualify for rent-geared-to-income below \$50,000 and the calculation of assets must not include the prescribed assets that are set out in s. 32.5(5) of Ontario Regulation 367/11.

### **3. LOCAL RULE:**

This rule applies to rent-geared-to-income (RGI) assistance applicants, and those currently receiving rent-geared-to-income assistance in Community Housing, as well as those in receipt of rent supplements. To be eligible for rent-geared-to-income assistance, the total value of assets owned by household members (not including the asset exclusions noted below) must not exceed the specified maximum value.

#### **Asset Limits:**

The asset limit amounts for the London & Middlesex service area are:

\$50,000 in assets for a single-person household

\$75,000 in assets for households of two or more people

\$75,000 in assets for any single-person where the person is at least sixty-five years old

#### **Disposal of Assets**

After being deemed ineligible for the waitlist for rent geared to income assistance due to exceeding the asset limits, it is necessary to provide verification of how assets were disposed of during the 12 months following the determination, if a household chooses to reapply for the rent geared to income housing waitlist

1. Verification of Asset Disposal: Documentation confirming how assets were disposed of is required.
2. Inadequate Asset Disposal: If it is determined that assets were not adequately disposed of, the Service Manager will be consulted to determine the appropriate duration of ineligibility

#### **Extenuating Circumstances:**

The Service Manager may determine that the household is eligible for rent-geared-to-income assistance, if the service manager is satisfied that there are extenuating circumstances.

#### 4. ACTION

##### **Applicants:** RGI Community Housing and Rent Supplement:

1. To determine eligibility for rent-geared-to-income assistance, the Corporation of the City of London will assess assets based on the following:
  - a. Self-declaration during application.
  - b. Self-declaration during annual review.
  - c. Housing providers, or in the case of rent supplements, the rent supplement administrator, will require at time of offer, full documentation/verification of reported assets (e.g., bank statements, business registration records,

**Note:** Households in which all household members are receiving Ontario Works or Ontario Disability Support Program are exempt.

2. Determine if household assets are included, temporarily exempt, or fully exempt.
3. If household assets exceed the established limits, the applicant is ineligible for rent geared to income housing will not be added to the waitlist or may be removed from the waitlist.
4. The applicant receives written notification of ineligibility and information about the appeal process.
5. Once the applicant reduces their assets below the limits, they can reapply for RGI assistance.
6. Refer to Disposal of Assets for reassessing eligibility.

##### **Tenants:** RGI Community Housing and Rent Supplement

1. During the housing or supplement provider's annual review, documentation / verification of all declared assets is required.

**Note:** Households in which all household members are receiving Ontario Works or Ontario Disability Support Program are exempt.

1. Determine if household assets are included, temporarily exempt, or fully exempt.
2. If household assets exceed the established limits, the tenant is deemed ineligible for

subsidized housing.

3. The tenant receives written notification of ineligibility and a 90-day notice stating that the subsidy will be removed due to exceeding asset limits. Information is provided explaining how the household can appeal the decision.
4. Assets disposed of before the annual review or within 12 months of being found ineligible are assessed for adequacy of disposal. Refer to Disposal of Assets
5. Rent-geared-to-income assistance may be reinstated if household assets are adequately reduced below the asset limit within 24 months of ineligibility.
6. After 24 months from the effective date of ineligibility, the household can reapply for rent-geared-to-income assistance and apply as an In-Situ tenant if their assets are below the limit.

**Effectively immediately, the policies and procedures in this Housing Division Notice are to be implemented by all Housing Providers in the City of London and County of Middlesex included under the provisions of Ontario Regulation 367/11, under the Housing Services Act, *Housing Service Act, 2011* under Ontario Regulation 367/11, s. 32.5**

**1. AUTHORIZATION:**

*Electronically Signed by*  
Matt Feldberg  
Director, Municipal Housing  
Development