



Housing Services  
355 Wellington Street,  
Suite 248  
London,  
ON N6A  
3N7

# Housing Division Notice

Date: November 16, 2023

HDN# 2023-268

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"/>	Federal Non-Profit Housing Program
<input checked="" type="checkbox"/>	Private Non-Profit Housing Program
<input checked="" type="checkbox"/>	Co-operative Non-Profit Housing Program
<input checked="" type="checkbox"/>	Municipal Non-Profit Housing Program (Pre-1986)
<input checked="" type="checkbox"/>	Local Housing Corporation

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**Subject: SELECTION OF RGI HOUSEHOLDS FOR VACANT UNITS (REPLACES HDN# 2021 – 256)**

## 1. PURPOSE:

To inform community partners of the local rule, background and compliance standard under the [Housing Services Act \(2011\) s 47 to 49](#) requiring Service Managers to set local rules regarding determination of priority of households waiting for Rent-Geared-to-Income (RGI) assistance.

### Definitions:

1. **Special Priority Household Category** (commonly referred to as “SPP”) is defined in the Housing Services Act, 2011, [O. Reg. 367/11 s 52 to s 58](#).
2. **Urgent Status** as determined by the City of London as Service Manager. To be eligible for Urgent Status, households must have been a resident of London-Middlesex for the past 9 months and be under the High Need Household Income Limit as defined in the Housing Services Act, 2011 [O. Reg 370/11](#). The exception to the 9 months residency requirement is for households with Urgent Medical Status that are required to relocate to London to access medical treatment.

3. **Chronological** refers to all eligible households on the RGI waitlist who do not have Urgent or SPP Status.

## 2. BACKGROUND AND COMPLIANCE STANDARD:

The Housing Services Act, 2011 states that the Service Manager shall have a system to determine the priority of households waiting for Rent-Geared-to-Income assistance.

The following temporary local priority rules for Rent-Geared-to-Income assistance were approved by Municipal Council on November 17, 2023 and are as follows:

- a) Implement a new temporary housing placement rate of 20% Urgent Status households, and 80% chronological households.
- b) Temporarily implement a requirement that households applying for Urgent Status on the waitlist have lived in London-Middlesex for the past 9 months in order to be eligible for Urgent Status, except Urgent Medical Status when relocation for medical treatment is required.

## 3. LOCAL RULE:

Housing Providers are to implement the temporary local selection priority rules for Rent-Geared-to-Income assistance immediately.

### Placement Ratio:

When selecting an applicant from the RGI waitlist, offers by the Housing Providers should be made as follows:

1. **Special Priority Household Category (SPP):** Applicant households approved under the Special Priority Household Category are housed before all other households, ranked by the date the status was assigned. These households are not part of the housing ratio outlined below.
2. **Urgent Status:** Households with Urgent Status are housed at a rate of 20% (2/10) according to the date the status was assigned.
3. **Chronological Households:** Applicant households ranked according to eligibility date. These households are housed at a rate of 80% (8/10)

## **Practice for Selecting Households:**

Housing providers shall contact SPP households first for offers of housing. If there are no SPP households on a housing providers list, households will be contacted based on their eligibility date/date urgent status was assigned.

Housing units will be filled based on the following system:

- 4 Chronological households
- 1 Urgent Status household
- 4 Chronological households
- 1 Urgent Status household

Once 10 households (8 Chronological and 2 Urgent Status) have been housed, the cycle repeats.

If an SPP household is added to the provider's list, they shall receive the next available unit they are eligible for, and then the process for housing Chronological and Urgent Households continues where it left off.

## **4. AUTHORIZATION:**

*Original signed by  
Matt Feldberg  
Director, Municipal Housing Development*