

Ministry of
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September 22, 2000

To: Non-Profit Housing Providers

In November of 1999 the province announced a new rent supplement program to fund up to 10,000 units with \$50 million in savings resulting from signing the Social Housing Agreement with the federal government. This program is part of the government's commitment to address the problem of homelessness. As you may be aware, rent supplement offers eligible low income applicants rent-geared-to-income accommodation. A rent supplement subsidy is provided to landlords to bridge the gap between the market rent for the unit and the amount the tenant can pay based on their income.

An initial Request for Proposals was issued in January of 2000. Eligible applicants were private sector landlords and non-profit/co-op providers developing new housing. In order to encourage additional take-up of the program in certain market areas, the province has decided to extend eligibility for participation to existing units which are owned by non-profit landlords including municipal non-profit, private non-profit and co-operative corporations. Under this initiative, vacant market rent units in non-profit buildings would be offered to households from either the provider's waiting list or the co-ordinated access waiting list, as they become available.

There will be a restriction on the maximum number of rent-geared-to-income units per project. Proposals which result in the total number of rent-geared-to-income units exceeding 75% will not be approved. Administration of these agreements will be carried out by the regional housing office of the Ministry of Municipal Affairs and Housing. This approach is consistent with that used in the administration of our current OCHAP (Ontario Community Housing Assistance Program) and CSHP (Community Sponsored Housing Program) agreements.

Please find an application package attached. If you are interested in this initiative, you may forward a completed form to the regional housing office of the Ministry of Municipal Affairs and Housing. Applications will be processed on a first come first served basis and allocations are limited. Please contact the regional office if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Patti Redmond".

Patti Redmond
Director
Non-Profit and Market Housing Programs Branch

Attachment



**RENT SUPPLEMENT PROGRAM
APPLICATION PACKAGE
FOR NON-PROFIT PROVIDERS**

SEPTEMBER 2000

The Rent Supplement Program Request for Proposals Non-Profit Providers

Introduction

The Government of Ontario introduced a new rent supplement program in January of 2000. This program is part of the government's commitment to address the problem of homelessness. The province currently administers some 13,000 rent supplement agreements with private landlords (administered by Local Housing Authorities) and an additional 10,000 with non-profit providers (administered by the regional housing offices of the Ministry of Municipal Affairs and Housing). The program was originally limited to private sector landlords, and to non-profit providers in newly created units. The province has decided to extend eligibility to units in existing non-profit housing.

What is Rent Supplement

Rent supplement offers eligible low income applicants rent-geared-to-income accommodation in market units in non-profit and privately owned buildings. A rent supplement subsidy is provided to landlords to bridge the gap between the market rent for the unit and the amount the tenant can pay based on their income.

Do Units Need to be Vacant

Non-profit providers will identify market rent units to be included in a rent supplement agreement with the province. As these units become vacant they will be taken-up by applicants from the appropriate waiting list. This program does not allow for the provision of benefits to sitting (in-situ) tenants unless they are currently in a market unit and are eligible for the next available subsidy based on their position on the waiting list.

How Many Units are Available

There were 5,000 units available in the initial allocation. These are distributed across the province based on need, using geographic areas representing Consolidated Municipal Service Managers. In many of these jurisdictions the existing allocation has been partially or completely taken up. The regional housing office can provide you with information on availability in your area.

How Long is the Agreement

Applicants will have the option of entering into 3, 4 or 5 year agreements. At the end of the term of the original agreement, the administrator of the program at that time will have the choice of renewing the agreement in order to extend it beyond the original 3 to 5 year term.

How will Units be Selected

Selection will be based on a number of criteria including need, local priorities, cost (market rent) and the provision of modified units for the physically disabled. The rent-g geared-to-income component of any individual project should not exceed 75%.

How will Tenants be Selected

For provincial unilateral and federal-provincial cost shared projects, tenants will be selected through existing coordinated access systems. For federal unilaterally funded projects, a minimum of 50% of tenants should be selected through the coordinated access system.

How Do I Apply

Interested applicants should complete the attached application form and submit it to their local regional housing office of the Ministry of Municipal Affairs and Housing. Any questions concerning the form can be referred to a rent supplement contact person at this office. Applications will be processed on a first come first served basis.

What is the Role of the Consolidated Municipal Service Managers

The Consolidated Municipal Service Managers will review and (with the assistance of the appropriate regional housing programs office) select applications for a conditional allocation. These parties will also work with the government to determine local priorities for tenant selection. It is the intention of the government that the Consolidated Municipal Service Managers will ultimately assume responsibility for the day to day administration of rent supplement programs, pending proposed legislation to give them this authority.

How do I get More Information

Contact the local regional housing programs office of the Ministry of Municipal Affairs and Housing:

Metro Regional Office
777 Bay St. 12th Floor
Toronto ON, M6A 3B4
Tel: 416-585-6974
Fax: 416-585-6636

Central Regional Office
625 Cochrane Dr. 3rd Floor
Markham ON, L3R 9R9
Tel: 905-305-4000
1-800-881-3678
Fax: 905-305-4053

Eastern Regional Office
1547 Merivale Rd. 5th Floor
Nepean ON, K2G 4V3
Tel: 613-225-6776
1-800-267-6108
Fax: 613-225-6925

Northern Regional Office
159 Cedar St. Suite 401
Sudbury ON, P3E 6A5
Tel: 705-564-0120
1-800-461-1190
Fax: 705-564-6819

Northwestern Regional Office
435 James St. Suite 223
Thunder Bay ON, P7E 6S7
Tel: 807-475-1465
1-800-465-5015
Fax: 807-473-3032

Southern Regional Office
119 King St. W. 14th Floor
Hamilton ON, L8P 4Y7
Tel: 905-521-7500
1-800-263-8295
Fax: 905-521-7200

Southwestern Regional Office
380 Wellington St. Suite 1100
London ON, N6A 5B5
Tel: 519-679-7110
1-800-265-4733
Fax: 519-679-7674



RENT SUPPLEMENT APPLICATION FORM

Personal Information is collected under the authority of the Housing Development Act, R.S.O. 1990, c.H. s.2; the Ministry of Municipal Affairs and Housing Act, R.S.O. 1990, c. M.30; and the Ontario Housing Corporation Act, R.S.O. 1990, c. O.21. It will be used to determine the suitability of rental units offered by landlords. Personal Information may be disclosed to Local Housing Authorities, the Ministry of Municipal Affairs and Housing and other municipal/provincial and federal departments and agencies who assist in the provision of affordable housing. Questions about this collection should be directed to the Local Housing Authority Manager.

To Be completed by Owner or Managing Agent			
Owner			
Name		Telephone No.	
Address		Municipality	Cheques Payable to:
Managing Agent			
Name		Telephone No.	
Address		Municipality	Cheques Payable to:
Building Location			
Address		Municipality	
Building Information			
Contact for Building Inspection			Telephone No.
Agreement			
Drawn in Favour		Term of Initial Agreement (Years)	Effective Date
Please Specify Complex Type			
<input type="checkbox"/> Single/Detached	<input type="checkbox"/> Semi-detached	<input type="checkbox"/> Condominium	<input type="checkbox"/> Duplex
<input type="checkbox"/> Non-self contained	<input type="checkbox"/> Apartment (elevator)	<input type="checkbox"/> Apartment (walk up)	<input type="checkbox"/> Triplex
<input type="checkbox"/> Row Housing	<input type="checkbox"/> Row Housing/Stacked		
Government Program Build Under	Number of Stories	Year Built	Total Number of Units in Building

Units Available	Floor Area (Sq. Ft.)	Number of Units Offered		Monthly Rent
		Regular	Handicapped	
Bachelor/Studio				
1-Bedroom				
2-Bedroom				
3-Bedroom				
4-Bedroom				
Please specify if the following are included as part of rent.		Included	Not Included	Additional Charges
	Heating (Method):			
	Hot Water			
	Water			
	Hydro			
	Refrigerator			
	Stove			
	Washer/Dryer			
Television Service	Master Antenna			\$
	Cable T.V.			\$
Parking	Indoor			\$
	Outdoor			\$
Recreation	Swimming Pool			\$
Other (Specify)				\$

I hereby certify that the above information is correct and the rents are in accordance with the Tenant Protection Act, 1997, S.O. 1997, c.24	Authorized Signature and Title	Date
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