

APPLICANT INFORMATION GUIDE



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NIAGARA REGIONAL HOUSING



Niagara Regional Housing (NRH) assists low to moderate income households with housing that is affordable and meets their needs.

The length of wait for rent-geared-to-income (RGI) housing in Niagara may vary depending on the type of housing and location within the region.

NRH continues to look for opportunities for affordable housing in Niagara so that NRH can house applicants more quickly.

WHO CAN APPLY FOR RENT-GEARED-TO-INCOME (RGI) HOUSING?

You can apply if:

- › You are at least 16 years old
- › Everyone in the household is a Canadian citizen, Permanent Resident (or has applied), or is a Refugee or Refugee Claimant. Proof of legal status in Canada includes copy of Canadian Birth Certificate, Permanent Resident Card and/or Refugee documents.
- › No member of the household owes money to any social housing program
- › No member of the household is under an enforceable removal order to leave Canada
- › No member of the household has been convicted of misrepresenting their income for the purpose of receiving RGI assistance
- › You agree to sell any home or real estate that can be lived in or used all year. The sale must take place within six

months of being housed and the money received from the sale will be included in calculating your rent.

- › You are able to live alone with or without support services (which you must arrange). You are considered to be able to live on your own if you can perform the normal activities of day-to-day living or can do so with the aid of support services and can show that those support services will be provided if needed.

CAN I APPLY IF I DO NOT HAVE AN INCOME?

Yes. However, once you are housed in an RGI unit, you will need to pursue income from one or more of the following sources:

- › Ontario Works (OW)
- › Ontario Disability Support Program (ODSP)
- › Support Payments, Child Support, Employment Insurance or Support Payments required under a sponsorship agreement
- › Old Age Security

If you do not pursue a specific type of income within the set time frame, you may lose your subsidy.

CAN I STILL APPLY IF I OWN MY OWN HOME?

Yes. If you own a home that can be used all year, you are required to sell it within six months of being housed.

HOW MANY BEDROOMS CAN I HAVE?

When you are picking the locations where you want to live, mark the size(s) of units you are applying for. Remember:

- › There can be no less than one person per bedroom
- › You may choose to have two people share a bedroom
- › Couples are given one bedroom
- › If there is a documented medical need, an extra bedroom may be provided

CAN I CHOOSE WHERE I WANT TO LIVE?

Yes. You can choose one or many locations. Your application will be added to the waiting list for each location you choose. If you choose locations that you are not eligible for, you will not be added to those waiting lists.

Please make sure that the locations you pick have the unit sizes that you qualify for. The more locations you choose, the faster you are likely to be housed. If you wish to change, add or remove your housing selections, contact us at 905-682-9201.

HOW MANY OFFERS OF HOUSING WILL I GET?

You are allowed a maximum of three housing offers. If you refuse your third offer, your name will be taken off the waiting list. Once your name is off the waiting list, you will have to reapply and start over, which means you will go to the bottom of the list. This is why you should only choose locations that you are sure about.

CAN I HAVE A WHEELCHAIR ACCESSIBLE OR MODIFIED UNIT?

Yes, but only if you qualify. Some housing providers have units that have been modified to accommodate wheelchairs or other equipment because of a physical disability.

To qualify for one of these units you must supply information from your doctor that you require a modified unit. You must be able to live on your own in this unit, or with supports provided by community agencies. It will be up to you to arrange these supports.

HOW MUCH RENT WILL I PAY?

Rent-geared-to-income (RGI) is based on 30% of your household's gross monthly income including income earned from assets.

If you are receiving assistance from Ontario Works (OW) or the Ontario Disability Support Program (ODSP), rent is based on a social assistance rent scale. Other adjustments may apply that could increase or decrease the rent you pay, such as utilities or parking. This will depend on the location you move into.

In co-operative housing, rent is referred to as a "housing charge".

AT WHAT AGE CAN I APPLY FOR SENIORS HOUSING?

You must be at least 55 years old for seniors housing. At least one member listed on your application must have reached the age of 55 to be placed on senior community waiting lists.

WHAT TYPES OF HOUSING CAN I APPLY FOR?

› Co-operative Housing

Co-operative housing is run by the people that live there who are referred to as members. Members of co-ops are expected to participate in the operation of their co-op. You can do this by serving on the Board of Directors, be part of a committee or be involved in the maintenance of the property. Co-ops are a mix of market rent and rent-g geared-to-income (RGI) units. Some co-ops have pet restrictions.

› Non-Profit Housing

Non-profit housing corporations are managed by a Board of Directors which can be made up of municipal councillors, interested community members and/or tenants. The communities are a mix of market rent and RGI units. Some non-profit communities have tenant associations that help the Board of Directors manage the residence.

› Niagara Regional Housing

Niagara Regional Housing (NRH) administers affordable housing for Niagara Region through a Board of

Directors. Some NRH communities have space for tenant functions and tenant associations or social groups that help give a positive sense of community and an improved quality of life.

› Rent Supplement and Housing Allowance Programs

In this program, NRH enters into agreements with private rental landlords for units to be rented to tenants with lower incomes. Tenants pay a portion of their rent (according to the program they are funded by) and the remainder is paid to the landlord by NRH to help pay the difference up to the agreed market rent for the unit.

WHAT HAPPENS WHEN NRH RECEIVES MY APPLICATION?

We will write to you within seven business days after your application has been received to let you know if it is complete or not.

If your application is not complete, the letter will tell you the reason and the additional information that is needed. You will have 30 days to provide the missing information or your application will be cancelled.

If your application is complete, the letter we send will tell you that your application is on the affordable housing waiting list and will list the communities you chose. If you chose communities that you are not eligible for, you will not be placed on those waiting lists.

When a vacancy occurs, the first person at the top of the waiting list will be contacted. If the first person on the list refuses, or cannot be contacted, the next applicant on the list will be offered the unit.

Once you are on the waiting list:

To update any information about your housing application, please call 905-682-9201.

HOW WILL I BE CHOSEN FOR HOUSING?

The system for selecting households is based primarily on date of application which means first come, first served. There are some exceptions, which are:

Special Priority

You may be given Special Priority if you are living with someone who threatens your safety or the safety of other household members. Please see section 7 of the application form for more information on this. Special Priority applicants are ranked highest on the Affordable Housing Waiting List. If you are applying for Special Priority, you must:

- › complete the Special Priority request form
- › have a community professional listed on the form verify your circumstances, and
- › provide proof that you live or lived with the person that threatened your safety

Health & Safety

You may be given Health & Safety priority if your personal safety is at great risk or if you have a serious health or safety issue that would result in severe hardship or personal risk if you had to wait a long period of time for housing. Please see section 8 of the application form for more information on this. If you are applying for Health and Safety, you must:

- › complete the Health & Safety request form
- › have a community professional listed on the form verify your circumstances

Homeless

You may be given Homeless status if you are homeless. To apply for Homeless status, you must meet at least one of the criteria on the Homeless request form. Please see section 9 of the application form for more information on this.

Housing providers offer every tenth vacancy in their communities to applicants listed as Homeless on their waiting list.

If you are applying for Homeless status, you must:

- › complete the Homeless status request form
- › have a community professional listed on the form verify your circumstances

HOW WILL I BE CONTACTED FOR AN OFFER?

Since units are rented promptly, we require a daytime telephone number so you can be contacted when a unit becomes available.

If you cannot be reached during the day, please give us the telephone number of a contact person who can be reached during the day so they can pass on a message to you.

You will have three offers of housing. If you refuse all three offers your application will be cancelled and you will have to reapply.

HOW LONG DO I HAVE TO WAIT?

The length of time before a unit becomes available varies greatly depending on the locations you choose. Some waiting lists are longer than others and it is hard to guess when you will be at the top of the list. Some communities have more vacancies than others. The more locations you choose, the more you increase your chances of being housed sooner. Please note that all rent-geared-to-income (RGI) units are occupied. In order for a unit to become available, you must wait for a current household to move out.

Although it is impossible for us to know when you will be offered housing, you can find the Average Wait Time for each city posted on our website at www.nrh.ca or in the front lobby of the Niagara Regional Housing (NRH) office.

HOW MANY OFFERS AM I ALLOWED?

You are allowed three offers of housing. If you refuse your third offer, your application will be cancelled. If you want to go back on the waiting list, you will have to reapply and start over, which means you will go to the bottom of the list.

HOW DO I KEEP MY APPLICATION UP-TO-DATE?

It is very important that you keep the information on your file up-to-date. If you change your address or phone number you must let us know within 30 days because we may try to call you or write to you. You must respond to any phone calls, letters or forms we may send you.

If we cannot get in touch with you, you may lose your chance for a unit. Your application may be cancelled and you may have to reapply, which means you return to the bottom of the list.

Every two years you will receive an Eligibility Review form. This form helps make sure that you are still eligible for housing. You must fill out this form and return it to us within 30 days or your application may be cancelled and you will need to reapply.

If you want to add or delete locations where you want to live, you must contact our office. This is important because if you were offered a unit in a location where you do not want to live this would be treated as a refusal.

Remember that you can only refuse three offers of housing.

If the number of people in your household changes, you must notify our office. This is important because the number of people in your household determines the number of bedrooms you will get. Waiting lists are sorted by bedroom size at each location, so you want to make sure you are on the right waiting list.

CAN I GET A MARKET RENT UNIT?

Many housing providers in Niagara have both rent-geared-to-income (RGI) and market rent units in their communities. The reason for this mix is so that the housing communities reflect the type of mixed incomes that you would find anywhere in the community.

Market rent is the rent or housing charge that housing providers charge tenants who are not getting help with their rent. The rent is set in comparison to similar rental housing in the area.

To apply for a market rent unit, you may complete the application for affordable housing and once your income is reviewed, it will be determined at that time if you would qualify for a market unit. You will then be placed on the waiting list(s) of the communities you selected for a market rent unit only.

You may also contact other housing providers directly to inquire about their market units. The provider contact information for market units is listed on page 6.

This is a list of housing providers in Niagara that have market rent units.

Community Name	Address	Phone
ST. CATHARINES – FAMILY COMMUNITIES		
Agnes MacPhail Community Co-op	2 Ferndale St.	905-988-3633
Arbour Village Co-op	25 Barnaby & 88 Vintage	905-788-0166
Commonwealth Co-op	15 Richardson Cr.	905-788-0166
Cornerstone Co-op	Scattered	905-788-0166
Elim Place	705 Welland Ave.	905-684-6333
Faith Lutheran Villa	31 Agar Dr.	905-688-6600
Greenvale Co-op	61 Francis Creek Blvd.	905-684-7773
Julius Court	725 Welland Ave.	905-688-6600
Meadowgreen Co-op	14 Wilholme Dr.	905-788-0166
Moonstone Co-op	82B Roehampton Ave.	905-646-4406
People's Choice Co-op	68 Louth St.	905-988-1137
Pinecroft Co-op	85 Westland St.	905-688-1766
Regatta Place Co-op	2 Lighthouse Rd.	905-934-9504
Ridley Terrace	448 Louth St.	905-684-6333
Silkrow Charitable Foundation	130 St. Augustine Dr.	416-487-5122
Village Glen Co-op	5 Welstead Dr.	905-788-0166
Watermark Co-op	35 Christopher St.	905-788-0166
ST. CATHARINES – SENIOR COMMUNITIES		
Christian Seniors Tabitha Homes	99A Scott St.	905-937-7971
La Residence Des Aines	321 Carlton St.	905-646-0181
Meadowgreen Manor	21 St. Helena St.	905-684-6333
Niagara Ina Grafton Gage	413 Linwell Rd.	905-935-6080
Paderewski	4 Greenmeadow Cr.	905-934-5050
Ukrainian Non Profit	16 Dixie St.	905-646-7281

NIAGARA FALLS – FAMILY COMMUNITIES		
6995 Ailanthus Ave.	6995 Ailanthus Ave.	905-684-6333
Broad Oak	7775 Jubilee Dr.	905-682-9201
Brookside Village Co-op	8175 McLeod Rd.	905-788-0166
4901 Buckley Ave.	4901 Buckley Ave.	905-684-6333
Fallsview Terrace	6945 Ailanthus Ave.	905-374-7170
Liuna	6420 Delta Dr.	905-524-2985
Lutheran Homes	3940 Dorchester Rd.	905-788-0166
8055 McLeod Rd.	8055 McLeod Rd.	905-688-6600
6147 Prospect St.	6147 Prospect St.	905-688-6600
Shriner's Creek Co-op	7887 Thorold Stone Rd.	905-358-4522
Skyline Co-op	7645 Preakness St.	905-354-9544
Westwood Place Co-op	6550 – 6600 Kalar Rd.	905-374-0533
NIAGARA FALLS – SENIOR COMMUNITIES		
5440 Drummond	5440 Drummond Rd.	905-688-6600
Fairhaven / St. Andrew's	3568 Montrose Rd.	905-354-4607
La Residence Joie De Vivre	5800 Dixon St.	905-358-9874
Lutheran Homes	6848 Isaac St.	905-788-0166
8065 McLeod	8065 McLeod Rd.	905-688-6600
THOROLD – FAMILY COMMUNITIES		
Bartlett St.	Bartlett St.	905-227-6628
Bolton/Crompton	Bolton/Crompton	905-227-6628
Romy Crescent	Romy Cres.	905-227-6628
THOROLD – SENIOR COMMUNITIES		
61 Ormond St.	61 Ormond St.	905-227-6628
WEST LINCOLN – FAMILY COMMUNITIES		
Dove Co-op	172 Smits Cove	905-788-0166
WEST LINCOLN – SENIOR COMMUNITIES		
Legion Villa	171 Mill St.	905-957-2274
LINCOLN – FAMILY COMMUNITIES		
Vineyard Co-op	4399 Concord Ave.	905-788-0166

WELLAND - FAMILY COMMUNITIES		
Briar Rose Co-op	575 Southworth St.	905-788-9130
Canal View Homes	60 King St.	905-732-0400
Cooperative d'habitation Beauparlant	52 Promenade Richelieu	905-788-0166
Mel Swart Co-op	231 Denistoun St.	905-734-8055
Northtown Co-op	366 Thorold Rd.	905-735-1926
St. Charles Co-op	250 Prince Charles Dr.	905-788-0166
Woodrose Co-op	855 Ontario Rd.	905-734-1944
PORT COLBORNE - FAMILY COMMUNITIES		
Port Colborne Co-op	10 Saturn Rd.	905-788-0166
South Niagara Gateway Family Homes	340 Wellington St.	905-788-0166
FORT ERIE - FAMILY COMMUNITIES		
Bordertowne Co-op	757 Nancy St.	905-788-0166
Crystal Beach Co-op	Esme Lane/Weber Crt.	905-894-5059
Lakeview	828 Concession Rd.	905-788-0166
The Bridges	43 King St.	905-788-0166
FORT ERIE - SENIOR COMMUNITIES		
Lions Douglas Heights	255 High St.	905-871-8151
PELHAM - SENIOR COMMUNITIES		
Pelham Non Profit	45 Pelham Town Square	905-892-6243





2201 St. David's Road
P.O. Box 344
Thorold, ON L2V 3Z3
905-682-9201
Fax: 905-935-0476
www.nrh.ca

If you require this document in
another format, please contact
Niagara Regional Housing.