



ADMINISTRATION MANUAL

SUBJECT:	Refusal of Offers	POLICY/PROCEDURE #: C-35
SECTION:	C- Administration	
IMPLEMENTATION DATE:	June 2012	APPROVED BY: Board of Directors
REVISION DATE(S):		SIGNATURE:
REASON FOR CHANGE:	Implementation of Housing Services Act (effective January 1, 2012)	<i>Original Signed by Lora Beckwith, General Manager</i>
RELEVANT LEGISLATION:	Housing Services Act, 2011, O. Reg 367/11, section 39	

PURPOSE

To inform all Niagara Regional Housing (NRH) staff and housing providers of the mandatory requirements, local rules and requirements related to the new Housing Services Act (HSA) and associated regulations related to refusals of offers of units from the Affordable Housing Wait list.

BACKGROUND

The HSA gives Service Managers the option to develop a local rule related to the maximum number of offers that a household can refuse before being deemed ineligible for Rent-Geared-to-Income housing. If a local rule is established, the HSA stipulates that the maximum number of offers cannot be less than 3.

POLICY

NRH will permit households a maximum of three offers of housing before deeming them ineligible to receive rent-geared-to-income. This policy will allow for extenuating circumstances such as:

- Physical condition – (cannot climb stairs);
- Currently in 1 year lease commitment;
- Unit is too close to former abuser.

If a household refuses its third offer of housing, they will be deemed ineligible for RGI and removed from the Affordable Housing Wait list. The household will then have to re-apply to the list and wait until their name reaches the top before receiving an offer.

SUPPORTING FORMS - n/a