



Housing Services Division  
 The Regional Municipality of Halton  
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# Community Housing Program Directives

## Directive No. 1

### Subject: Local Priority Rules

The Directions in this notice are to be implemented by the housing providers administered by the Region of Halton under the following programs.

<input checked="" type="checkbox"/>	Provincially Prescribed Non-Profit and Co-operative Housing Programs, including Public Housing
<input type="checkbox"/>	Federal Non-Profit Housing Programs
<input checked="" type="checkbox"/>	Rent Supplement
<input checked="" type="checkbox"/>	Halton Access to Community Housing (HATCH)
<input type="checkbox"/>	Other -

#### Effective Date:

January 1, 2021

#### Authority:

*Housing Services Act, 2011 S. 47 and 48*

#### Purpose:

To set local priority rules for households waiting for rent-geared-to-income assistance, including whether a household is included in a category given priority over other categories. The provincial regulations for Special Priority (SPP) - survivors of domestic violence / human trafficking remain the same.

#### Background:

O. Reg. 367/11 s. 47 and 48 gives service managers the flexibility to set local priority rules for households waiting for rent-geared-to-income assistance.

## Directions:

Halton Region has established the following priority groups:

1. SPP - Survivors of Domestic Violence/Human Trafficking
2. Urgent Priority (1 in every 10 vacancies)
3. Terminally ill
4. Overhoused
5. Chronological Applicant

## Details

### 1. SPP – Survivors of Domestic Violence/Human Trafficking

The Housing Services Act, 2011 O. Reg. 367/11 S. 52-58 sets out the Special Priority Policy (SPP) category for survivors of domestic violence/human trafficking. An applicant/tenant/member placed in this category takes precedence on the waiting list/transfer list above all other categories (Urgent/Chronological).

### 2. Urgent Priority (1 in 10 vacancies)

There are 3 subcategories of the Urgent Priority:

- Youth
- Newcomer
- Homeless

Halton Access to Community Housing (HATCH) will assess the applicant(s) request for placement in the “Urgent” category within one of the subcategories and assign the applicable priority status. If Priority Status is denied, the applicant requesting the priority will be advised of the right to request a review of the decision.

**Youth** - defined as applicants 16 or 17 years of age

**Homelessness** – defined as any person, family or household that has no fixed address. This includes households that are in living in emergency shelters, or in hospital that are unable to return home for medical reasons. This will be reviewed annually.

**Newcomer** – defined as households who apply for subsidized housing within one year of entry into the country. This will expire after one year of entry into Canada.

**Note:** Offers in the Urgent category are made based on the overall category and not the subcategories. If you are filling a vacancy with an urgent priority, the offer is made to the highest ranked individual with urgent priority on the wait list regardless of the subcategory.

**Note:** Insitu-Market households do not fall under the Urgent Priority for the purposes of this directive, although they are noted as Urgent on the wait list.



### 3. Terminally ill

An applicant has less than two years to live as a direct result of a terminal illness as confirmed by a licensed Canadian physician. Medical documentation must outline the individual's diagnosis and life expectancy.

### 4. Overhoused

Overhoused households will be ranked on the wait list in accordance with their original date of application for housing. If the date of application is unknown, then the date the lease was signed will be used as the application date. Overhoused households will then be offered a suitably sized unit in accordance with Directive No. 4 when their name comes to the top of the wait list.

### 5. Chronological Applicant


Applicants on the wait list with no Priority Status.

### Order of Offers

Housing Providers are to make offers of accommodation in the following order from the centralized waiting list:

- SPP - Survivors of Domestic Violence/Human Trafficking
- Terminally ill
- Urgent Priority (1 in every 10 vacancies)
- Chronological Applicant (includes Insitu-M and Overhoused)

If you have any questions, please contact your Housing Programs Administrator.

DocuSigned by:  
  
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Alex Sarchuk

Commissioner, Social and Community Services Department

Replaces: Program Directive 18
Date Released: December 18, 2020
Revised: N/A

