



Application for Rent-Geared-To-Income Housing in

HASTINGS COUNTY

Upon completion, please return to:

**Community and Human
Services
Housing Services
Postal Bag 6300,
228 Church Street
Belleville, Ontario
K8N 5E2**

Tel: (613) 966-1311

Fax: (613) 966-4598

Toll Free: 1-800-267-0575

Housing Services Policies & Public Information Guide can be found at www.hastingscounty.com

General Eligibility Rules:

A household is eligible for rent-geared-to-income assistance if:

- no member of the household has been found by the Landlord Tenant Board to have falsely reported their income for the purpose of receiving rent-geared-to-income housing within 2 years;
- you own a home, you must agree to sell it within 6 months of being housed;
- no member owes rental money to any Social Housing Provider;
- at least one person of your household is 16 years or older;
- each member of the household meets at least one of the following criteria:
 - is a Canadian citizen;
 - has made an application for status as a permanent resident under the *Immigration and Refugee Protection Act (Canada)*;
 - has made a claim for refugee protection under the *Immigration and Refugee Protection Act (Canada)*;
 - has no removal order enforceable against them under the *Immigration and Refugee Protection Act (Canada)*.
- each household member has applied for specified forms of assistance which they may be eligible, where it is reasonable to do so. These sources of income are not limited to:
 - Ontario Works,
 - Employment Insurance,
 - Support from a Sponsor under the Immigration Act;
 - Divorce or Support Payments,
 - Government Pensions,
- you are able to live independently, and make your own arrangements for supportive services.

Non Smoking Buildings

Non-Smoking Buildings are designated buildings where smoking is not permitted. Non-Smoking Buildings will house applicants, without prejudice, who choose to smoke and who meet all other criteria which is required to receive rent geared-to-income housing. Effective January 1, 2016 all properties in Hastings County are Non-Smoking with the exception of Trent-Moira Co-operative Estates. Please note: buildings are not smoke-free due to tenants who moved in prior to January 1, 2016.

How to Keep Your Place on the Waiting List

Keep Your Application Up to Date – It is your responsibility to keep your application up to date. If you do not tell us about changes in your information, you will lose your place on the waiting list. You cannot be offered housing if your name is not on the active waiting list.

How long will you have to wait? What number are you on the waiting list?

The wait time depends on the number of bedrooms required, location preference and how often units become available. This means there is no specific number on our waiting list in which we can give you, nor can we predict how long you will have to wait.

Section 1 – Applicant Information

First Name:	Last Name:
Date of Birth DD/MM/YYYY:	Gender:
Citizenship:	Social Insurance Number:

Tell us immediately if you move or if your telephone number changes. If we cannot contact you, we may be unable to offer you housing and your name may be removed from the waiting list.

Mailing Address: Please provide an address where you can be contacted by mail.

Street Address:	Apt/Unit #:	P.O Box:
City:	Province:	Postal Code:
Home Phone:	Cell Phone:	

Other Phone:

Additional Contact Information: Person(s) to be contacted if unable to reach you regarding your application.

Name:	Phone:	Relationship:
Name:	Phone:	Relationship:

Section 2 – Household Information: List each additional person who will be living with you.

Full Name/ Maiden Name	Date of Birth DD/MM/YY	Gender	Relationship to You	Citizenship				Social Insurance Number
				Canadian Citizen	Sponsored Immigrant	Refugee / Claimant	Permanent Resident	

Verification of custody or overnight visitation for all children is required.

Is anyone on this list expecting a baby? Yes No Expected Due Date: _____

Do you or anyone applying with you identify as Indigenous? Yes No

Section 3 – Present Accommodation

Rent
 Own/Co-Own
 Staying with friends/family
 Temporary (shelter)
 Other (Explain) _____

Rent Amount:

Landlord's Name:

Are you required to give notice to move? Yes No

How long: 30 Days 60 Days Other (Explain) _____

Have you received an Eviction Notice from your Landlord? Yes No

Section 4 – Past Tenancy in Social Housing

Has any household member previously lived in subsidized housing in Ontario? Yes No

Name of Housing Provider:

Address where you lived:

Did you move out owing arrears? Yes No Unsure If yes, how much? _____

Note: If you or anyone applying with you owes arrears to any Social Housing Provider in Ontario, we will require a copy of an active repayment agreement before your name will be eligible to be placed on the centralized waiting list.

Past eviction: Have you or a member of your household been evicted from a Housing Services Act, 2011 governed property through the Landlord and Tenant Board for illegal activity in the past five years?

Yes No Eviction Date: _____

Section 5 - Special Priority Policy & Local Priority Policy

Are you, or anyone applying with you, currently living with an abusive person or have you, or anyone applying with you, lived with an abusive person in the last three months? Yes No

If yes, a Request for Special Priority Status form must be submitted. This form is available from the Community and Human Services, Housing Services office or on our website at www.hastingscounty.com

Are you, or anyone applying with you, currently a victim of human trafficking or have you, or anyone applying with you, been a victim of human trafficking in the last three months? Yes No

If yes, a Request for Special Priority Status form must be submitted. This form is available from the Community and Human Services, Housing Services office or on our website at www.hastingscounty.com

Are you homeless or living in a temporary shelter? Yes No

Are you currently registered on Hastings County By-Name List? Yes No

A By-Name List is a real-time list of all known people experiencing homelessness in a community. It helps to prioritize individuals for housing and/or support services and connect to services within a community.

If you would like to be added or are unsure if you are currently on the By-Name List, please contact communityresponse@hastingscounty.com or call (613) 966-1311 Ext. 4310

Source of Income	Gross Monthly Income (Before Deductions)		
	Applicant	Co-Applicant	Other Family Members
Ontario Works (OW)			
Ontario Disability Support Program (ODSP)			
Full Time Employment: Name of Employer _____ Hourly Rate:\$_____ Avg. Hours per Week:_____			
Part Time Employment: Name of Employer _____ Hourly Rate:\$_____ Avg. Hours per Week:_____			
Self Employment			
Employment Insurance (E.I.)			
Old Age Security (OAS)			
Guaranteed Income Supplement (GIS)			
Guaranteed Annual Income Supplement (GAINS)			
Canada Pension Plan (CPP)			
Dept. of Veteran's Affairs Disability Pension (DVA)			
Private Pension (Company)			
Ontario Student Assistant Program (O.S.A.P)			
Worker's Compensation (W.S.I.B.)			
Support/Alimony receive <input type="checkbox"/> pay <input type="checkbox"/>			
Band Allowance			
Immigrant/Government Sponsorship			
Other Income (please specify)			
Other Income (please specify)			
Total Income			

Section 7 – Asset Information

List below all assets owned by you and all other people applying with you. Assets are things that you own. Assets include, but are not limited to, things such as:

Bank Accounts (including Tax Free Accounts)	RRSP	Mutual Funds
Cash (over \$1000)	RESP	Saving Bonds
Term Deposits	GIC	
Life Insurance (cash surrender value)	Stocks/Shares	Real Estate (house, trailer, land)

Bank Accounts - List bank name and type of account (savings, chequing)	Current Balance	
	Applicant	Co-Applicant
	\$	\$
Tax Free Bank Account (TFSA)	\$	\$
Investments (RRSP, GIC, Mutual Funds, RESP etc.)	\$	\$
Life Insurance Policy – Cash surrender value	\$	\$

Non-Income Producing Assets	Applicant	Co-Applicant
<i>If you or anyone applying with you owns a house or other property, you must agree to sell it within six months of being housed. You will need to sign an "Agreement to Sell" form at the time of offer.</i>		
House/Cottage/Mobile Home value:	\$	\$
Mortgage (Amount owing)	\$	\$
Property, Land value:	\$	\$

Have you or anyone applying with you transferred assets in the last three years? Yes No

Please provide details. _____

Section 8 – Housing Preferences

Do you have pets to move with you? Yes No Please list type and number of pets below.

Do you own/lease a vehicle which would require your own parking spot? Yes No

If yes, do you require an accessible parking spot? Yes No

Note: Proof of permit will be required at time of offer.

Bedrooms Required: Bachelor 1 Bedroom 2 Bedroom 3 Bedroom 4 Bedroom 5 Bedroom

*Note: A single person or two persons who are spouses of each other qualify for 1 bedroom only. Should you require an additional bedroom for medical reasons, a **Verification of Disability or Medical Condition Requiring Additional Bedroom** form must be submitted. This form is available from the Community and Human Services, Housing Services office.*

Section 9 – Special Needs*

Can all household members climb stairs? (excluding infants/toddlers) Yes No

Note: If you answer NO, you may be placed on a waiting list for an apartment with an elevator or a ground floor unit.

Do any household members require the use of a wheelchair? Yes No

Note: If you or anyone applying with you requires the use of a wheelchair, you will be placed on a waiting list for a wheelchair modified unit.

Do any household members require support services to live independently? Yes No

If yes, what type of support services do you/they require? (personal care services, mental health support etc.)

Do you/they have support services currently set up? Yes No

If yes, please list the Name of the Agency(s) involved.

Do any household members require a live-in caregiver? Yes No

Note: If you are applying with a live-in caregiver, please list this person on the chart in Section 2 as they will be considered a member of the household and their income included in your rent calculation.

***Please note:** There is only one elevator or “LULA” (light use limited access) lift in designated buildings. Lifts are not designed to be used like a traditional elevator. As the owner of the lift, we are required to ensure that this device is primarily used for the transportation of people with physical disabilities. As the Landlord, Hastings County works to ensure that our elevators and lifts are safe and reliable at all times. Our Facilities Department makes every effort to minimize any inconvenience to residents and guests for regular maintenance, unforeseen repairs, legislated inspections, or scheduled improvements. During elevator outages, residents will be directed to local resources and supports. Hastings County will provide at least 60 days for significant planned maintenance or repairs.

Section 10 – Additional Comments

Section 11 – Location and Building Selection**Check (X) the box(es) if interested**

Please check off any location where you wish to live. You will only be placed on the waiting list for the locations you indicated and are deemed eligible for. Some exceptions may apply depending on your situation.

Bancroft

Building Address	Community Type	Size of Units	Building Type	Features
North Hastings Non Profit Housing Corporation				
<input type="checkbox"/> 1 Woodview Lane	Family, Single, Senior	1, 2, 3, 4	Townhouses	Some Modified units, Non-Smoking Building
Hastings Local Housing Corporation				
<input type="checkbox"/> 25 Station Street	Senior 65+	1, 2	Apartments	*Lift, Non-Smoking
York River Heights				
<input type="checkbox"/> 303 Hastings Street N	Senior 65+	1, 2	Apartments	Elevator, Non-Smoking, Some Modified units

Coe Hill

Building Address	Community Type	Size of Units	Building Type	Features
Hastings Local Housing Corporation				
<input type="checkbox"/> 43 Spring Street	Senior 65+	1	Apartments	Non-Smoking Building, Some Modified units

Belleville

Building Address	Community Type	Size of Units	Building Type	Features
Hastings Local Housing Corporation				
<input type="checkbox"/> 245 Bridge St. West	Senior	1, 2	Apartments	*Lift, Non-Smoking, Assisted Living
<input type="checkbox"/> 247 Bridge St. West	Senior	1	Apartments	Elevator, Non-Smoking, Assisted Living
<input type="checkbox"/> 25 Wellington Cres.	Senior	1, 2	Apartments	*Lift, Non-Smoking
<input type="checkbox"/> 485 Bridge St. East	Senior	1, 2	Apartments	Elevator, Non-Smoking
<input type="checkbox"/> 5 Turnbull Street	Senior	Bach, 1	Apartments	Stairs only, Non-Smoking
<input type="checkbox"/> 7 Turnbull Street	Senior	1	Apartments	*Lift, Non-Smoking
<input type="checkbox"/> 185 Cannifton Road	Senior 65+	1	Apartments	*Lift, Non-Smoking, Some Modified units

Belleville

Building Address	Community Type	Size of Units	Building Type	Features
Hastings Local Housing Corporation				
<input type="checkbox"/> 424 Bleecker Ave	Family	2, 3	Townhouses	Non-Smoking, Some Modified units
<input type="checkbox"/> 46 Tracey Park Drive	Family	2, 3	Townhouses	Non-Smoking, Some Modified units
<input type="checkbox"/> 59 Russell Street	Family, Single, Senior	1, 2, 3, 4	Townhouses	Non-Smoking, Some Modified units
<input type="checkbox"/> Elgin Street	Family	2, 3, 4, 5	Townhouses	Non-Smoking
<input type="checkbox"/> Tripp Ave.	Family	2, 3, 4, 5	Townhouses	Non-Smoking, Some Modified Units
<input type="checkbox"/> West Moira Street	Family	2, 3, 5	Townhouses	Non-Smoking
<input type="checkbox"/> Marsh Drive	Family	2, 3, 4, 5	Townhouses	Non-Smoking
<input type="checkbox"/> North Park Street	Family	2, 3, 4, 5	Townhouses	Non-Smoking, Some Modified units
<input type="checkbox"/> Pine Street	Family	2, 3, 4, 5	Townhouses	Non-Smoking
<input type="checkbox"/> Janlyn Crescent	Family	3	Townhouses	Non-Smoking
<input type="checkbox"/> 24 Brown Street	Family, Single, Senior	1, 2	Apartments	Elevator, Non-Smoking, Some Modified units
Trent-Moira Co-operative Estates Inc.				
<input type="checkbox"/> 173 Cannifton Road	Family, Single, Senior	1, 2, 3, 4	Townhouses	No Pets Allowed, Some Modified units
Aldersgate Homes Inc.				
<input type="checkbox"/> 7 Aldersgate Drive	Senior 65+	1, 2	Apartments	Elevator, Non-Smoking, Some Modified units
Belleville Emmanuel Residences				
<input type="checkbox"/> 50 Rollins Drive	Senior 65+	1, 2	Apartments	Elevator, Non-Smoking, Some Modified units

Foxboro

Building Address	Community Type	Size of Units	Building Type	Features
Thurlow Non Profit Housing Corporation				
<input type="checkbox"/> 19 Yorke Drive	Seniors 60+	1, 2	Apartments	Non-Smoking

Deseronto

Building Address	Community Type	Size of Units	Building Type	Features
Hastings Local Housing Corporation				
<input type="checkbox"/> 315 Edmon Street	Senior	1, 2	Apartments	*Lift, Non-Smoking
<input type="checkbox"/> Mill Street	Senior 65+	1	Apartments	Non-Smoking, Some Modified units
<input type="checkbox"/> Brant Street	Family, Single, Senior	1, 3, 4	Townhouses	Non-Smoking, Some Modified units
<input type="checkbox"/> Green Street	Family, Single, Senior	2, 3	Townhouses	Non-Smoking, Some Modified units
<input type="checkbox"/> Main Street	Family, Single, Senior	2, 3	Townhouses	Non-Smoking

Trenton

Building Address	Community Type	Size of Units	Building Type	Features
Hastings Local Housing Corporation				
<input type="checkbox"/> 45 Creswell Drive	Senior	1, 2	Apartments	Elevator, Non-Smoking
<input type="checkbox"/> 236 Dundas St. East	Senior	1	Apartments	Stairs only, Non-Smoking
<input type="checkbox"/> 139 Ontario Street	Senior 65+	1	Apartments	*Lift, Non-Smoking, Some Modified units
<input type="checkbox"/> Gould Street	Family	2, 3, 4, 5	Townhouses	Non-Smoking
<input type="checkbox"/> York Street	Family	3, 4, 5	Townhouses	Non-Smoking
<input type="checkbox"/> Kent Street	Family	3, 5	Townhouses	Non-Smoking
Quinte West Non-Profit Housing Corporation				
<input type="checkbox"/> 29 Adrian Court	Family	2, 3	Apartments & Townhouses	Elevator, Non-Smoking, Some Modified units
<input type="checkbox"/> 30 Annwood Court	Family, Single, Senior	1, 2, 3	Apartments & Townhouses	Elevator, Non-Smoking, Some Modified units
<input type="checkbox"/> 32 Flindall Street	Family, Single, Senior	1, 2, 3	Apartments	Elevator, Non-Smoking, Some Modified unit

Trenton

Trenton Memorial Lodge				
<input type="checkbox"/> 80 Catherine Street	Senior 65+	1, 2	Apartments	Elevator, Non-Smoking
Trenton Ontario Branch 110 Legion Non-Profit Housing Inc.				
<input type="checkbox"/> 120 George Street	Senior 65+	1, 2	Apartments	Elevator, Non-Smoking, Some Modified units

Frankford

Building Address	Community Type	Size of Units	Building Type	Features
Hastings Local Housing Corporation				
<input type="checkbox"/> 40 Mill Street	Senior	1	Apartments	Stairs only, Non-Smoking
<input type="checkbox"/> 21 Albert Road	Senior	1	Apartments	Stairs only, Non-Smoking
Ontario East Triangle Court				
<input type="checkbox"/> 135 March Drive	Senior 65+	1	Apartments	Elevator, Non-Smoking

Stirling

Building Address	Community Type	Size of Units	Building Type	Features
Hastings Local Housing Corporation				
<input type="checkbox"/> 204 Church Street	Senior	1	Apartments	Stairs only, Non-Smoking

Madoc

Building Address	Community Type	Size of Units	Building Type	Features
Hastings Local Housing Corporation				
<input type="checkbox"/> 27 Wellington St.	Senior	1	Apartments	Stairs only, Non-Smoking
<input type="checkbox"/> 47 Wellington St.	Senior	1	Apartments	Stairs only, Non-Smoking

Marmora

Building Address	Community Type	Size of Units	Building Type	Features
Hastings Local Housing Corporation				
<input type="checkbox"/> 43 Matthew Street	Senior	1	Apartments	Elevator, Non-Smoking, Some Modified Units
Dr. H.G. Parkin Living Centre				
<input type="checkbox"/> 2 Madoc Street	Senior 65+	1	Apartments	Elevator, Non-Smoking, Some Modified units

Tweed

Building Address	Community Type	Size of Units	Building Type	Features
Hastings Local Housing Corporation				
<input type="checkbox"/> 23 McCamon Street	Seniors	1	Apartments	Elevator, Non-Smoking, Some Modified Units

Section 12 – Affordable Housing Programs in Private Market Housing		Check (X) the box(es) if interested
<input type="checkbox"/> Rent-Geared-to-Income (RGI) Rent Supplement	Open to families, seniors and non-senior singles and couples. Tenants pay approximately 30% of income towards the rent. (Landlords may have their own application and require references.)	
<input type="checkbox"/> Rent Supplement and Housing Allowance Programs	Open to families, seniors and non-senior singles and couples currently renting in Hastings County, including the Cities of Belleville and Quinte West). The amount provided can vary. Applicants will be required to provide a copy of their most recent Notice of Assessment from the Canada Revenue Agency and verification of their rental costs.	
<input type="checkbox"/> Canada Ontario Housing Benefit (COHB)	The Canada Ontario Housing Benefit (COHB) is a portable monthly housing allowance provided to help with housing costs for eligible households renting in Hastings County, including the Cities of Belleville and Quinte West. The amount of monthly allowance provided varies based on the household's net income as determined by current income tax information. Applicants will be required to provide a copy of their most recent Notice of Assessment from the Canada Revenue Agency and verification of their rental costs.	

Section 13 – Consent to Collect, Use and Disclose Personal Information

Here is your legal agreement with us. Please read it carefully, and sign in the spaces provided in Section 14.

1. I understand that there are laws that allow Hastings County to collect personal information about me.
2. I understand that Hastings County will use the information I give them to see if I qualify for the housing I have applied for, to see if I continue to qualify for rent-geared-to-income assistance and to see how much assistance I am eligible for.
3. I allow Hastings County to give the information on this form and any attachments to the social services offices, other municipal service managers or district social services administration boards, housing providers, without further notice to me, if the information is necessary for the purpose of making decisions or verifying eligibility for assistance under the *Housing Services Act, 2011*, the *Ontario Works Act, 1997*, the *Ontario Disability Support Program Act, 1997*, or the *Day Nurseries Act*.
4. I allow Hastings County to give the information on this form and any attachments to the government of Canada, a department, ministry, or agency of it, without further notice to me if the information is necessary for the purpose of administering or enforcing the *Income Tax Act (Canada)* or the *Immigration Act*.
5. I allow Hastings County to give the information on this form and any attachments to any government or body with whom Hastings County has made an agreement under the *Housing Services Act, 2011*, without further notice to me, for the purpose of conducting research related to a social benefit program or social housing or rent-geared-to-income assistance program.
6. I understand that any information on this form and any attachment given by Hastings County to a body listed above is confidential and will only be given in accordance with the *Housing Services Act, 2011* and associated regulations.

“Personal information contained in this form or in attachments is collected by Hastings County pursuant to the *Freedom of Information and Protection of Privacy Act (R.S.O. 1990 c.F31)* or the *Municipal Freedom of Information and Protection of Privacy Act (R.S.O. 1990 c.M.56)*. This information may be used to determine eligibility for housing applied to, continuation of housing and may be used for the appropriate rent-geared-to-income charge.”

If you have any questions about the collection and use of personal information, please direct any questions or concerns to:

Hastings County Administration Building
235 Pinnacle Street, Postal Bag 4400
Belleville, ON K8N 3A9
Ph. (613) 966-1319

Section 14 – Declaration

Please read this carefully, and sign in the spaces below.

1. I give my word that everything I have written in this application is correct and complete.
2. I understand that all information I give to Hastings County will belong to them and they will give my information to the housing providers I have chosen.
3. If something on this application is incorrect or not true, Hastings County or the housing providers I have applied to may request additional information, may cancel my application or both and I may be prohibited from re-applying for assistance for a minimum period of two years under the *Housing Services Act, 2011*.
4. I understand that only the people I have listed on this application form may live with me in subsidized housing.
5. I understand that Hastings County will use the information I give them to see if I qualify for the housing I have applied for, to see if I continue to qualify for rent-g geared-to-income assistance and to see how much assistance I am eligible for.
6. I give my word that I am in Canada legally.
7. Before I can receive housing, I understand that I must pay back or make arrangements to pay any money I owe to any subsidized housing project.

Signatures:

The application must be signed by the applicant and each member of the household who is 16 years of age and older.

X _____
PRINT NAME of Applicant

X _____
PRINT NAME of Co-Applicant

X _____
SIGNATURE of Applicant

X _____
SIGNATURE of Co-Applicant

X _____
Other Member (16 Years and Older)

X _____
Other Member (16 Years and Older)

X _____
Other Member (16 Years and Older)

X _____
Other Member (16 Years and Older)

Today's date: _____



Hastings County
Community and Human Services, Housing Services
228 Church St, PO Bag 6300, Belleville ON K8N 5E2

Tel: (613)-966-1311
TF: 1-800-267-0575
Fax: (613)-966-4598

inquiry@hastingscounty.com
www.hastingscounty.com

CONSENT FOR RELEASE OF INFORMATION

I/We _____ hereby give consent to
Print Full Name(s) of Applicant(s)

Hastings County Housing Services, to provide information to and/or receive
information from the **following person(s) or agencies:**

Applicant(s) Signature: _____

Date: _____

Witness: _____

Date: _____