


Housing Services Division Policy	 Hamilton	Content Updated: 2025-03-21; 2024-01-29
Social Housing Administration		Housing Services
RGI to Market Rent (24-month rule) Policy		
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<b>RGI to Market Rent (24-month rule) Policy</b>		
<b>POLICY STATEMENT</b>	<p>All Housing Providers who must adhere to the <i>Housing Services Act, 2011</i> (HSA) and/or have an agreement with the City of Hamilton for rent-geared-to-income (RGI) or rent supplement subsidy must follow this policy.</p> <p>The City of Hamilton as Service Manager under the HSA is required to establish and administer policies and procedures for social housing within its applicable service area. Part of the responsibility is to enforce legislated eligibility requirements for Housing Providers, including the cessation of RGI eligibility.</p>	
<b>PURPOSE</b>	<p>To identify requirements for compliance under O. Reg. 367/11, s. 30 which mandates that a household receiving rent-geared-to-income assistance ceases to be eligible for such assistance if, for a period of 24 consecutive months, the amount of rent paid by the household is the equivalent to the market rent or housing charge for the unit.</p>	
<b>SCOPE</b>	<p>This policy applies to situations in which a household’s RGI or Rent Supplement is set at a rate equal to the market rent or housing charge for the unit.</p> <p><b>Note:</b> this policy is only applicable to household(s) where the rent or housing charge increase is a result of an increase in income. If the household is at market rent or housing charge due to loss of subsidy for other reasons identified in the HSA, they are not entitled to receive RGI assistance under this policy.</p>	
<b>DEFINITIONS</b>	<p><b>Household</b> An individual who lives alone or two or more individuals who live together.</p> <p><b>Housing Provider</b> A Non-Profit or Co-operative organization that provides social housing; the City of Hamilton, Housing Services Division acts as the Housing Provider for the Rent Supplement program.</p> <p><b>Market Rent</b> Refers to the amount of rent or housing charge paid by a household that is not receiving RGI assistance.</p> <p><b>Market Unit</b> A unit that is in a housing project and that is not a rent-geared-to-income unit.</p> <p><b>Service Manager</b> The City of Hamilton is a Service Manager designated to administer and fund the social housing program in Hamilton.</p>	



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<p><b>Decrease in income within 24- month period</b></p> <p><b>24-months paying Market Rent</b></p> <p><b>Household no longer considered a RGI household</b></p>	<p>Households are entitled to receive RGI or Rent Supplement assistance if their household income decreases within the first 24-months of paying the equivalent to market rent. The effective date of the RGI or Rent Supplement assistance would be the first day of the month following the decrease in income.</p> <p>If a household pays the equivalent of market rent/housing charge for 24 consecutive months, the Housing Provider must send a <u>Notice of Decision - Loss of Eligibility</u> to the household with an effective date 24 months after the maximum rent took effect. The Notice must include information that the household has a right to request a review of the decision that the household is no longer eligible for RGI or Rent Supplement assistance as per the <u>Social Housing Review System Policy</u>.</p> <p>Despite the loss of RGI eligibility, a tenant(s) retains all their rights and responsibilities as prescribed by the <i>Residential Tenancies Act</i>.</p> <p>If after 24 months of paying market rent the household needs RGI or Rent Supplement assistance again, they must re-apply to the centralized wait list at Access to Housing.</p> <p>Once a household has paid the equivalent to market rent/housing charge for 24-consecutive months, they are no longer considered a RGI household for reporting purposes to the City of Hamilton. This means the Housing Provider’s RGI target count is reduced by one and the next vacancy should be filled in accordance with the Housing Provider’s targeting plan.</p>
<p><b>RESPONSIBILITIES</b></p>	<p>As outlined in the Terms and Conditions section, this policy complies with <i>Housing Services Act, 2011 (HSA) O. Reg. 367/11 s.30</i>.</p> <p>Housing Providers and City staff in the Rent Supplement Program must follow this policy.</p>

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<b>COMPLIANCE</b>	Service Manager Housing Administration Officers ensure each Housing Provider is following its targeting plan and this policy.	
<b>Approval</b>	Author Name: Tammy Morasse, Senior Policy Analyst Manager Name: Brian Kreps, Manager of Social Housing Director Name: Michelle Baird, Director – Housing Services Date: 2018-03-12	