



# Application for Subsidized Housing

Peel Region

**Upon completion, please return to:**

**Peel Access to Housing**  
Region of Peel - Human Services  
7120 Hurontario Street  
PO Box 3600 RPO Streetsville  
Mississauga ON L5M 0T3

Large print applications are available upon request

Disponible en français

**If you do not speak English or French**, choose someone you trust to help you with your application and to be your interpreter. Put that person's name and contact information in **Section 3 - Other Contact Information**. There are also agencies that can help you. Peel Access to Housing can provide you with a list of agencies.

**How to get help filling out the application form Call our information line at (905) 453-1300.**

- Come to our office at **10 Peel Centre Dr., Suite B**, in Brampton (next to the Bramalea City Centre) and or **7120 Hurontario St.**, in Mississauga (Derry Rd. and Hurontario).
- Ask for help from any of our partner agencies.

### What Is Peel Access to Housing (PATH)?

Peel Access to Housing is the point of access for people who want to apply for subsidized housing in the Region of Peel. We maintain a centralized waiting list for more than 40 Social housing providers across the Region.

**Peel Access to Housing is not a landlord. We do not offer housing.**

### Who Can Apply For Subsidized Housing?

- 1) Each member of your household must be:
  - a Canadian citizen, or
  - a landed immigrant (permanent resident), or
  - an applicant for permanent resident status, or
  - a refugee or refugee claimant. No immigration removal orders in place.

**YOU MUST ATTACH PROOF OF STATUS FOR EACH MEMBER TO YOUR APPLICATION.**
- 2) At least one person in your household must be 16 or older and able to live independently (with support services if needed). **YOU MUST ATTACH PROOF OF AGE.**
- 3) If any member of the household owes money to a social housing provider in Ontario, you must attach a copy of a written agreement, signed by the provider, stating how you will repay.
- 4) Your application will be rejected if any member of the household has been convicted in court or at the Ontario Rent Tribunal within the last 2 years of an offence related to rent-gear-to-income assistance or of misrepresenting their income in order to receive housing assistance.

Important  
You must **meet all these** conditions to **apply.**

### How to Fill Out Your Application (Please use Black ink ONLY)

- 1) Complete **all** sections of the application. **IF YOUR APPLICATION IS INCOMPLETE, WE WILL MAIL IT BACK TO YOU WITHOUT PUTTING YOU ON THE WAITING LIST.**
- 2) Attach all of the documents required. Use the checklist at the back of the application to make sure you have included everything. (Page 8)
- 3) Mail or deliver your application to Peel Access to Housing at the address below. **Do not fax your application.**
- 4) If you have any questions when completing this application call PATH.

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## How Long Will You Have to Wait?

Peel Access to Housing will process your completed application and add you to our centralized waiting list immediately upon receiving your application. We can't predict how long you will have to wait because we do not know when there will be vacancies in the buildings you selected. Currently we are housing applicants from the waiting list that have been waiting for one bedroom units for 12 - 15 years; two bedroom units for 7 - 12 years; 3 and 4 bedroom for 12 - 15 years.

New Applicants for subsidized housing, with the exception of seniors, could expect to wait up to 21 years for an available unit.

**New senior applicants** can expect to wait 3 to 7 years for an available unit.

## How to Keep Your Place on the Waiting List

### **Stay Connected**

If your contact information changes, tell us right away. **We will make your file inactive if we cannot contact you.** You cannot be offered housing if your name is not on the waiting list.

### **Keep Your Application Up to Date**

The government regulations for social housing make it **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.** Peel Access to Housing will review your eligibility once a year.

### **Stay Eligible**

Every member of your household must continue to meet the eligibility criteria for subsidized housing.

### **Applicant Responsibility**

Applicants are responsible to inform PATH of **any changes** to their

- |   |   |
|---|---|
| <ul style="list-style-type: none"><li>• Address</li><li>• Family Composition</li><li>• Telephone Number</li></ul> | <ul style="list-style-type: none"><li>• Household Income</li><li>• Immigration Status</li></ul> |
|---|---|

within 10 business days of the change taking place.

Applications that are **NOT** updated will be **inactivated**.

Your name will be removed from the waiting list and you will be **ineligible** for RGI housing in Peel.

## As You Get Closer to the Top of the Waiting List

- A PATH Building Selection Sheet (BSS) will be sent to you to select where you want to live. We have supplied maps to assist you in the selection of these buildings.

Additional information and proof of eligibility may be required as you get closer to the top of the waiting list. For example:

- **Proof of Income**

You will be asked to provide your previous years Notice of Assessment and current sources of income. Housing providers will require proof of income before they can offer you a unit.

- **If You Own A Home**

If anyone in your household has a financial interest in a home and or property anywhere in the world, you must agree in writing to divest yourself of the property within six months of receiving housing. This means you must sell your interest in the property.

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**Section 1 - Main Applicant Information (Primary Household Contact)**

Last Name		First Name	
Date of Birth (MM/DD/YYYY)	Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Marital Status	
Indicate your status in Canada <i>(Attach proof with your application)</i>	<input type="checkbox"/> Canadian Citizen	<input type="checkbox"/> Sponsored	
	<input type="checkbox"/> Landed Immigrant	<input type="checkbox"/> Applied for Residency	
	<input type="checkbox"/> Refugee / Refugee Claimant		

Are you homeless or living in a temporary shelter? <input type="checkbox"/> Yes <input type="checkbox"/> No	If "YES", please provide a mailing address or a phone number below. If "NO", please complete the following address information in full.
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Current Address		Apt. No.	
City	Province	Postal Code	
Mailing Address <i>(if different from above)</i>		Home Phone	
		Work Phone	
		Cell Phone	
Previous Address		City	
Social Insurance Number			

**Section 2 - Household Information**  
 Attach extra paper if you do not have enough space

Give the full name of each person who will be living with you. <b>Only the people you identify as members of this household can live with you in subsidized housing.</b> Proof of citizenship or immigration "must" be provided for every member of the household.		Relationship to Main Applicant	Student		Sex		Date of Birth (MM/DD/YYYY)	Status in Canada					
			Y	N	Male	Female		Canadian Citizen	Landed Immigrant	Refugee / Claimant	Sponsored	Residency Applicant	
Last Name	First Name												
		SELF	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



**Section 2A - Household Information Continued**

Is any member of your household expecting a baby?	<input type="checkbox"/> Yes <input type="checkbox"/> No	When is the baby due? (MM/DD/YYYY)
Do you have any children in the custody of Children's Aid Society because you do not have suitable housing? If "YES", attach a letter from the Children's Aid Society.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you living with someone who threatens your safety or the safety of anyone else listed on this application? If "YES", you may request a Victims of Family Violence Package from PATH.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you or anyone in your household been convicted of an offence related to rent-gear-to-income within the last two years?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Describe where you are living now	<input type="checkbox"/> I rent a place	<input type="checkbox"/> Staying at a shelter
	<input type="checkbox"/> I own a home	<input type="checkbox"/> Staying with a parent / relative / friend
Monthly housing costs Rent / Mortgage \$ _____	Other Monthly Fees (utilities, etc.) \$ _____	
Do you pay subsidized rent where you live now?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
In the past have you or anyone in your household lived in Government assisted housing in Ontario? If "YES", answer the questions in <b>Section 2B</b> below. If "NO", go to <b>Section 3</b> .	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>NOTE: Your application may be cancelled if you fail to declare arrears.</b>		

**Section 2B - Details of Tenancy in Government Assisted Housing**

Name of Housing Provider and Address		
Address Where You Reside		
<input type="checkbox"/> Market <input type="checkbox"/> Subsidy	Move In Date (MM/DD/YYYY)	Move Out Date (MM/DD/YYYY)
Name of Person(s) Owing Money		
Amount Owing \$ _____	Repayment Schedule in place? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>NOTE: You will be required to provide a copy of the repayment schedule, signed by the housing provider.</b>		
Government regulations for social housing specify that individuals with arrears owing to any social housing provider within Ontario are not eligible to be on the waiting list for subsidized housing unless they have made a written agreement with the provider to repay the arrears. List the details of any arrears owed by you or any member of your household.		

<b>PLEASE NOTE:</b>	<b>If you or any member of your household has arrears, Peel Access to Housing will require copies of all related repayment schedules before your name will be placed on the waiting list.</b>
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**Section 3 - Alternate Contacts**

An alternate contact is a person who can speak for you about your application, such as an interpreter, a relative, a friend, or a caseworker in an agency. Please provide an alternate contact if you are hard to reach or if you do not speak English. An alternate contact can help to make sure that you keep your application up to date and keep your position on the waiting list.

Is an agency helping you with this application?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "YES", fill out <b>Section 3A &amp; 3B.</b>
Is a friend, relative or some other individual helping you with this application?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "YES", fill out <b>Section 3B.</b>

**Section 3A - Agency Contact Information**

Name of Agency		
Contact's Last Name	Contact's First Name	Phone No.
Do you give us your permission to talk about your application with this agency?		<input type="checkbox"/> Yes <input type="checkbox"/> No

**Section 3B - Family / Friend Contact Information**

Contact's Last Name	Contact's First Name	
Mailing Address	Apartment No.	
City	Province	Postal Code
What is the relationship of this contact to you (eg. friend, family, advisor, interpreter)		Daytime Phone
Do you give us your permission to talk about your application with this person?		<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>PLEASE NOTE:</b>	<b>Peel Access to Housing is partners with several agencies in the Region of the Peel who can help you to complete the application form and answer questions about subsidized housing. PATH can provide you with a list of these agencies or check our website at <a href="http://www.peelregion.ca/housing">www.peelregion.ca/housing</a></b>
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**Section 4 - Income & Assets**

Report **all** of the income and assets for **each member** of your household. You do not have to attach proof with this application, but it **"will"** be required later.

**Income** includes money from:

- fulltime, part-time, or temporary employment
- self-employment
- pension income from any private or public sources
- income from government sources
- investment income and interest on savings

**Assets** includes any savings, investments or property that you own such as:

- Guaranteed Income Certificates (GICs)
- Bank accounts
- Registered Retirement Saving Plans (RRSPs)
- A business or business licence
- Real estate such as a house, land, or a farm

**NOTE:** If anyone in your household has a financial interest in another home anywhere in the world, you must agree, in writing, to divest yourself of the property within six months of getting housed. You do not have to make this decision right now but you will have to make it before getting housed.

Do you or any member of your household own a house or other property?  Yes  No

Do you or anyone on this application have income or assets? If **"YES"**, give details below (including yourself). If **"NO"**, go to **Section 5**.  Yes  No

<u>Names of Household Members</u>		<u>S.I.N</u>	<u>Income</u> Total Monthly income (before deductions) <b>for you and each member in your household.</b>				
			<u>Assets</u> Estimate the value of any assets owned <b>by you and each member in your household.</b>				
			1	2	3	4	5
Monthly Income	Employment and Self-employment	\$					
	Ontario Works (OW)	\$					
	Ontario Disability Support Program (ODSP)	\$					
	Employment Insurance (EI)	\$					
	Old Age Security (OAS)	\$					
	Canada Pension Plan (CPP)	\$					
	Other Income (give details)	\$					
Assets (estimate)	Property (give details)	\$					
	Investments (give details)	\$					
	Other Assets (give details)	\$					

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**Section 5A – Housing Choices**

Where would you like to live ? (Choose all that apply)     Brampton  Caledon  Mississauga

How many bedrooms do you need ? (Choose only 1)     Bachelor     1     2     3     4

Building Selection: You will be provided with a list of current housing providers in Peel allowing you to determine where you would like to live in the future. We encourage you to become familiar with the areas. A building selections sheet will be forwarded to you to complete in the future.

**Section 5B – Special Needs**

Do you require a wheelchair –accessible building?                       Yes     No

Do you require a wheelchair –Modified unit?                               Yes     No

If you answered “**YES**” to any of these questions please fill out **Section 5C**. We may require more information, such as a letter from your doctor.

**Section 5C – Support Services Currently in Place**

Identify the Community Services you currently have in place.  
Check any of the following that apply to your household.

Reason For or Type of Support Services	Name of Person Requiring the Service	Community Agency
<input type="checkbox"/> Acquired Brain Injuries		
<input type="checkbox"/> Personal Care Services		
<input type="checkbox"/> Mental Health Services		
<input type="checkbox"/> Development Disabled		
<input type="checkbox"/> Frail Elderly		
<input type="checkbox"/> Physically Disabled <i>(Please provide details on next page)</i>		
<input type="checkbox"/> Wheelchair-Modified Unit		
<input type="checkbox"/> Other Support Services <i>(Please provide details on next page)</i>		

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**Physical Disabilities (Details)**

- Vision                       Speech                       Hearing                       Mobility

**Other Support Services (Details)**

**Application Checklist**

Use this checklist to make sure you have attached all of the required documents. If any required documents are missing, we may be required to send your application back without placing you on the waiting list.

- Status in Canada**                      You must attach photocopies of related documentation for each member of your household.
- Proof of Age**                              You must attach photocopies of proof of birth for each member of your household.
- Arrears**                                      If anyone in your household owes money to an Ontario housing provider, attach a copy of the agreement to repay, signed by the housing provider.
- Children's Aid**                              If any of your children are in the custody of a Children's Aid Society because you do not have suitable housing, attach proof in the form of a letter from the Children's Aid Society.
- Custody Agreements**                      If you have asked for an additional bedroom because a member of your household has a legal custody agreement or visiting rights involving overnight stays, you must attach a copy of the agreement.
- Proof of Disability**                              If you have asked for an additional bedroom because of a disability in your household you must attach a detailed explanation. (Additional medical verification may be required later).
- Signed Application**                              This Application "must" be signed by all members of the household over the age of 16 years.
- All sections of the application form are completed:** Every question on this application has to be answered. If any questions on the application are not answered the application is deemed incomplete and will be mailed back to you. Your name will not be added to the Centralized Waiting list.

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**Consent to Collect, Use and Disclose Personal Information and Declaration**

**Consent to Collect, Use and Disclose Personal Information**

**Please read the terms of this consent and declaration carefully. We cannot process your application unless every person who is 16 years or older and who is going to live in the unit accepts the following terms and signs below where indicated.**

1. I/we understand that Peel Access to Housing and housing providers listed in my/our application for rent-geared-to-income ("RGI") assistance are permitted under the *Social Housing Reform Act, 2000* S.O. 2000, c.27 (the "SHRA") to collect personal information about me/us in accordance with the SHRA to determine my/our initial eligibility for housing accommodation and RGI assistance and for continuing review, monitoring and updating of my/our application and eligibility for housing accommodation and RGI assistance, and for other related purposes.
2. I/we consent to the disclosure to Peel Access to Housing and the housing provider of any personal information and documents required by Peel Access to Housing and the housing provider for the purpose of processing my/our application for RGI assistance and to determine, verify and monitor:
  - a. my/our initial and ongoing review of eligibility for RGI assistance and/or special needs housing;
  - b. the size and type of unit for which I/we are eligible to receive RGI assistance;
  - c. my/our placement on waiting lists;
  - d. how much rent assistance I/we are eligible to receive; and
  - e. any other consistent purposes not prohibited by law.
3. I/we permit Peel Access to Housing and the housing provider to share my/our personal information, without any further notice to me/us, as necessary with: the Ministry of Municipal Affairs and Housing; the Social Housing Services Corporate; other municipal service managers or district social services administration boards or lead agencies as defined under the SHRA and each person or organization providing services by contract to any of them; agencies that assist in providing affordable housing through co-ordinated access; and with social agencies, for the purpose of making decisions or verifying my eligibility for assistance under the SHRA, the *Ontario Works Act, 1997*, the *Ontario Disability Support Program Act, 1997*, the *Day Nurseries Act*, or as authorized by an agreement under the SHRA for the purpose of administering or enforcing the Act.
4. I/we understand that any of my/our personal information given by Peel Access to Housing and/or the housing provider to a government or body mentioned above in paragraph 3 is confidential and that it will only be disclosed in accordance with the SHRA and its regulations.
5. I/we understand that any inquiries about my/our personal information may take the form of electronic data exchanges.

**Declaration**

I/we declare and fully understand that:

By signing below I/we acknowledge that I/we have read and understood the terms of the Consent to Collect, Use and Disclose Personal Information set out above and that I/we consent to Peel Access to Housing and the housing providers listed within this application obtaining, using, disclosing and sharing my/our personal or other information and documents as necessary, without further notice to me/us, as specified in paragraphs 2 and 3 of this consent.

Everything I/we have written in this application is true and I/we have not withheld or omitted any required information.

If any information in this application is incorrect, I/we may become ineligible for RGI assistance. If the information error is not discovered until after I/we are housed, I/we may become ineligible for RGI assistance and my/our RGI assistance terminated.

Continued...

**Declaration** (continued)

I/we must inform Peel Access to Housing of any changes to a document or information provided to Peel Access to Housing or a housing provider within 10 business days after the change. If I/we do not report a change I/we will become ineligible for RGI assistance and my/our name(s) removed from the waiting list.

Only the people listed on this application may live in the RGI unit.

Each member of my/our household is a Canadian citizen or has made an application for status as a permanent resident or a claim for refugee protection under the *Immigration and Refugee Protection Act* (Canada).

No removal order has become enforceable under the *Immigration and Refugee Protection Act* (Canada) against any member of my/our household.

I/we must repay or arrange to repay any money I/we owe to any housing provider.

No member of my/our household has, within the last two years, been found guilty in a court of law or at the Ontario Rental Housing Tribunal of an offence related to RGI assistance and/or misrepresenting income in order to receive RGI assistance.

It is an offence under the SHRA to obtain or assist a household member to obtain RGI assistance for which they are not entitled. This offence carries a fine and/or imprisonment as well as a prohibition from re-applying for RGI assistance for a minimum of two years.

If information in this document is missing, incorrect or false, Peel Access to Housing and/or housing provider may cancel my/our eligibility for RGI assistance and request my/our household to reimburse the RGI assistance paid on behalf of my/our household.

**Signatures of Household Members Over the Age of 16 Years**

*If a member of a household who is 16 years or older is unable for any reason to sign this form, or give a valid consent, one of the following persons may sign on his/her behalf: the person's parent or guardian, an appointed individual with power of attorney to make the application and to give consent on behalf of the person, or someone who is authorized by the person to make the application and give consent. \*\**

Date \_\_\_\_\_  
(MM/DD/YYYY)

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Household Member 16 Years or Older Signature

\_\_\_\_\_  
Spouse's/Co-applicant's Signature

\_\_\_\_\_  
Household Member 16 Years or Older Signature

\_\_\_\_\_  
Household Member 16 Years or Older Signature

\_\_\_\_\_  
Household Member 16 Years or Older Signature

\*\* If someone signs on behalf of a household member, proof is required that the person meets one of these qualifications.

**NOTICE WITH RESPECT TO THE COLLECTION OF PERSONAL INFORMATION**

(Municipal Freedom of Information and Protection of Privacy Act and Social Housing Reform Act, 2000)

Personal information provided within this application or in any attachments to it is collected by Peel Access to Housing and/or the housing provider, under the authority of the Social Housing Reform Act, 2000 S.O 2000, c.27, and will be used only as set out in this form. Questions or concerns about the collection, use or disclosure of personal information, should be directed to The Regional Municipality of Peel, Human Services, Supervisor, Document Services, 10 Peel Centre Dr., Suite B, PO Box 2800, STN B, Brampton ON L6T 0E7, or by telephone at 905-453-1300, extension 3577.

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