

Background Information

The City of Toronto created a Tenant Defence Fund (TDF) to support the preservation of affordable rental housing in the City of Toronto. The TDF is administered by the Shelter, Support and Housing Administration Division (SSHA) of the City of Toronto. The Tenant Support Grant is part of the TDF and helps tenants in private market rental housing in the City of Toronto cover the costs of hiring professional services to engage in certain legal processes that are in the public interest to maintain affordable rental housing. These processes are described in the section on [Eligibility](#).

Assistance Applying for a Tenant Support Grant

The Federation of Metropolitan Tenants' Associations (FMTA) Outreach and Organizing team provides assistance to tenant groups applying for a Tenant Support Grant. Contact the Outreach and Organizing team at 416-413-9442. You can also send email inquiries to the Outreach and Organizing team through [the FMTA website](#).

Eligibility

A tenant group is a tenant association or group of two or more tenants in a building. To apply for a Tenant Support Grant, your tenant group must meet eligibility criteria in three areas:

1. Eligible Application Type
2. Minimum Number of Affected Units
3. Affordable Rent Levels in the Affected Building(s)

Criteria 1: Eligible Application Type

Your tenant group must be applying to cover the costs of hiring professional services for one of the following reasons:

1. To dispute an Above Guideline Rent Increase at the Landlord and Tenant Board. The tenant group must have received an L5 application from their landlord: [Application for an Above Guideline Increase](#).

2. To make an application to the Landlord and Tenant Board about maintenance issues in their building. The group must intend to file a T6: [Tenant Application about Maintenance](#). This application is most often used to support a dispute of an Above Guideline Rent Increase.
3. To dispute a Notice to demolish, repair or convert multiple rental units in a building at the Landlord and Tenant Board. The tenant group must have received an N13 notice from their landlord: [Notice to End your Tenancy Because the Landlord Wants to Demolish the Rental Unit, Repair it or Convert it to Another Use](#).
4. To pursue other legal processes at the Landlord and Tenant Board, Local Planning Appeal Tribunal, Divisional Court, or other administrative tribunal or court with the intent of preserving affordable rental housing in Toronto.

Criteria 2: Minimum Number of Affected Units

Only buildings (or related groups of buildings) with five (5) or more rental units may apply for a Tenant Support Grant. The address of the affected building(s) will be listed on the landlord or tenant application to the Landlord and Tenant Board or other applicable documentation.

Criteria 3: Affordable Rent Levels in the Affected Building(s)

The intent of the Tenant Support Grant is to preserve affordable rental housing in Toronto. For the purposes of assessing grant applications, affordable rent is considered:

Average Market Rent for the Toronto Census Metropolitan Area, which is determined by the Canada Mortgage and Housing Corporation, plus 25%.

Whenever possible, SSHA staff will verify the average rent of a building in advance of approving a grant. This is usually calculated using a Rent Roll, which the landlord attaches to the L5 application, or through the attestation of a number of affected tenants.

Rent levels are updated annually. In 2022, the rent for units affected by the application should be at or below the following amounts:

Bachelor	1-bedroom	2-bedroom	3-bedroom +
\$1,531	\$1,808	\$2,129	\$2,451

Additional Eligibility Information

SSHA may require a tenant group to work with the Outreach and Organizing Team of the FMTA as a condition of grant approval.

There may only be one tenant group in each affected building approved for a Tenant Support Grant relating to the same issue. SSHA will assess grant applications on a first-come-first-served basis.

Multiple applications may be made by one tenant group in a year, but each application must relate to a different issue.

The Tenant Support Grant does not apply for rent-geared-to-income units.

All Tenant Support Grant applications are subject to the approval of the General Manager, SSHA, or their delegate, provided that there is funding available within the approved City Council budget.

Grant Amounts

The following grant amounts are available. The tenant group does not need to apply for a specific grant amount. After a tenant group [submits an application](#), City staff will notify the group of the maximum grant amount available to them.

Type of Professional Service	Maximum Grant Amount
Hiring a paralegal to support a dispute or application at the Landlord and Tenant Board	\$1,250
Hiring other experts to support a dispute or application at the Landlord and Tenant Board	\$10,000
Hiring a lawyer to pursue other legal processes at the Landlord and Tenant Board, Local Planning Appeal Tribunal, Divisional Court, or similar public body with the intent of preserving affordable rental housing in Toronto	\$15,000

Making an Application

To apply for a Tenant Support Grant, your tenant group must provide the name and contact information for **one** tenant representative who will be the contact for the City of Toronto regarding the Tenant Support Grant application.

You can apply for a Tenant Support Grant using the downloadable application form available on the [City's website](#).

Submit your Tenant Support Grant application by email to SSHA.TDF@toronto.ca. You can also print and mail your application to:

Attn: Grants Team
Shelter, Support and Housing Administration
Metro Hall, 6th Floor
55 John Street, Toronto, ON
M5V 3C6

After you submit your Tenant Support Grant application, City staff will assess your application and notify you of the result. You may be contacted to provide clarification or additional information to support your application.

After You've Been Approved

After you have been approved for a Tenant Support Grant, the City will issue a letter indicating the maximum grant commitment to your tenant group. It is your responsibility to find and hire a paralegal or other professional service to support your work on the matter identified in your application.

It is **mandatory** for all successful grant applicants to sign a Payment Release Letter, allowing the City to issue the payment to the paralegal or other professional directly, on behalf of the tenant group. This letter will be sent to you by City staff, once you are approved for a Tenant Support Grant.

The Tenant Support Grant will be issued based on actual invoices. Please note, a retainer fee payment can be issued with the proper documentation. Additional information on payment options will be provided to successful grant applicants.

Any expenses incurred above the maximum must be covered by the tenant group. The City will not issue any additional funding above the approved maximum grant allocation. It is not necessary to use the entire grant amount that is available. Any amount that is not used will be returned to the Tenant Support Grant Program.