



## City Guideline – 2022-2: Notice of Decision – Loss of Eligibility for RGI Assistance Mandatory Form

Date issued	Effective date
June 24, 2022	July 1, 2022

### Applicability to Social Housing Programs

The City Guideline is applicable to the programs indicated in the table below.

#### Applicability Program

✓	Housing Services Act, Part VII Housing Projects, Market and Rent-Geared-to-Income, Section 78 Housing Providers (formerly 110)
✓	Housing Services Act, Part VII Housing Projects, 100% Rent-Geared-to-Income, Section 78 Housing Providers (formerly 110)
	Federal Non-Profit Housing, Section 26/27
	Federal Non-Profit Housing, Section 95
✓	Rent Supplement Programs for Sections 26, 27, 95 and New Affordable Housing Providers
✓	Toronto Community Housing Corporation
✓	Toronto Seniors Housing Corporation

If your program is not checked in the Applicability column, this City Guideline does not apply.

### About City Guidelines

City Guidelines issued by the City of Toronto and the Rent-Geared-to-Income (RGI) Manual are the authority for housing administration and RGI administration for social housing providers in the City of Toronto.

City Guidelines provide direction on changes to the City of Toronto's mandatory policies and procedures for housing providers. City Guidelines are most often issued when a Local Rule is established by the City of Toronto, the Rent-Geared-to-Income (RGI) manual is updated, or other relevant legislative changes or operational requirements occur. City Guidelines which impact RGI have been incorporated into the RGI Manual.

Please see [www.toronto.ca/socialhousing](http://www.toronto.ca/socialhousing) for more information.

## Background

The *Housing Services Act, 2011* (HSA), and its accompanying regulations, outlines the requirements that the City of Toronto as Service Manager for the Rent-Geared-to-Income (RGI) program must follow.

On September 23, 2019, the Province of Ontario released a number of significant changes to the HSA and its regulations. Among these changes, Regulation 316/19 to the HSA replaces Regulation 298/01, simplifying the calculation and verification of RGI rent.

The City of Toronto implemented the changes associated with Regulation 367/19 (RGI Simplification) on July 1, 2021. Since that date, a number of procedural changes have been required.

The effective date for a household's loss of eligibility for RGI assistance is the later of the day specified by the decision-maker and the day immediately after the last day the household can request a review of the decision; or at least 30 days after the date of the decision. The effective date for a household's increase to market rent because they have lost their eligibility for RGI is the first (1<sup>st</sup>) day of the month ninety (90) days after the Notice of Decision is issued.

To minimize confusion and ensure consistency, effective July 1, 2022, both the effective date for a household's loss of eligibility for RGI assistance and the date the household's rent would increase to market rent due to loss of eligibility for RGI will be the first (1<sup>st</sup>) day of the month ninety (90) days after the Notice of Decision is issued.

The list of reasons why a household may lose eligibility for RGI Assistance has been expanded, as per O. Reg. 367/11.

The Notice of Decision – Loss of Eligibility for RGI Assistance mandatory form (from [online RGI forms and templates](#)) has been revised to reflect these changes. A copy of the revised form is an attachment to this City Guideline. The [online RGI Administration Manual](#) will be revised to include these changes.

## Actions required

1. Effective July 1, 2022, housing providers must ensure that the revised (20 June 2022) mandatory Notice of Decision - Loss of Eligibility for RGI Assistance form (from [online RGI forms and templates](#)) is used when issuing notices of decision regarding loss of eligibility for RGI assistance.

2. Effective July 1, 2022, housing providers must ensure that the effective date for loss of eligibility for RGI assistance is the first (1<sup>st</sup>) day of the month ninety (90) days after the Notice of Decision is issued.
3. Effective July 1 2022, housing providers must ensure that the effective date for increase to market rent because of a loss of eligibility for RGI assistance is the first (1<sup>st</sup>) day of the month ninety (90) days after the Notice of Decision is issued.

## Questions

If you have any questions, please contact your Housing Consultant or HSS:

### **Housing Stability Services**

Housing Secretariat

City of Toronto

Metro Hall, 55 John Street, 6th floor

Toronto, ON M5V 3C6

Telephone: 416-392-4126

Email: [HSS@toronto.ca](mailto:HSS@toronto.ca)

Website: [www.toronto.ca/socialhousing](http://www.toronto.ca/socialhousing)

## ***ORIGINAL SIGNED***

Doug Rollins, Director, Housing Stability Services

*23 June 2022*