



City Guideline – 2026-7: Social Housing Quarterly Report

Date issued	Effective date
September 1, 2026	September 30, 2026, for Q3-2026

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 Services Act, Part VII Housing Projects, 100% Rent-Geared-to-Income, Section 78
	Other alternative mandated units
	Rent Supplement Agreements with the City of Toronto
	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

Under the authority of the Housing Services Act, the City of Toronto, Housing Secretariat, City Guidelines and 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 are the City of Toronto's mandatory policies and procedures that social housing providers must follow. 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 for more information.

Background

This City Guideline replaces 2023-2 which requires social housing providers to submit quarterly reports containing information about their units and RGI program compliance. The associated report template replaces the form published as 2023-2a.

The Social Housing Quarterly Report template has been revised and published online ([2026-7a](#)). The instructions and notes of changes and additions are embedded in the template. All housing providers are required to start using the new report template for Q3-2026 reports, due October 15, 2026.

What you should know about quarterly reporting

The purpose of the Social Housing Quarterly Report is to assist:

- The City of Toronto in its role as service manager, by providing up-to-date, accurate information about vacancies, arrears and RGI program compliance.
- Property Managers with their administrative responsibilities by providing them with a tool for tracking and reporting vacancies, arrears, RGI income, and status of notice of decision – loss of eligibility of RGI and over-housed RGI households.
- Boards of Directors with their fiduciary responsibilities for management of the Corporation, by keeping them informed about turnover of vacant units, collections of rent arrears and RGI program compliance. This information must be reported to the Board at each regular meeting in this format, or at a comparable level of detail.

Actions required

Housing providers must take the following actions:

1. Complete an electronic copy of the Social Housing Quarterly Report, using the online 2026-7 template ([2026-7a](#)), for each calendar quarter. The instructions and notes of changes and additions are embedded in the template. All housing providers are required to start using the new report template for Q3-2026 reports, due October 15, 2026.
2. Due to the potentially personal information contained in the reports, Social Housing Quarterly Reports must be submitted using the City's secure file transfer mechanism.
3. Housing providers must use the 2026-7a Social Housing Quarterly Report Template posted on the [City of Toronto's website](#) and follow the embedded instructions.
4. Housing providers must provide backup documentation (such as accounting ledgers) to Housing Stability Services immediately upon request.

Helpful hints and reminders

Submission of complete, accurate reports within fifteen days of quarter end is a requirement for surplus sharing. Please see City Guideline 2013-3.

The new required data fields in the 2026-7a Social Housing Quarterly Report Template are highlighted on the template in green. Enter data in the blue-shaded areas of the

template only. The grey fields are automatically calculated, and no data entry is required in these fields.

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

Website: www.toronto.ca/socialhousing

Original Signed

Jenn St. Louis

Director (A), Housing Stability Services

August 18, 2026