

HOUSING PROVIDER BULLETIN

CHANGES TO IN-SITU PROCESS

With the recent regulation changes, the Province has relaxed the rules around the in-situ process.

Households who have been approved for in-situ priority may be given an RGI subsidy if the housing provider is under target for RGI units and if the service manager approves, whether or not the housing provider has a vacancy.

The requirement that there have been no vacancies in the past 12 months and that there are no notices to vacate has been removed.

Market tenants\members who require RGI assistance must complete an In-Situ Application Form and submit it along with the required supporting documentation to their housing providers. Housing providers will complete an In-Situ Application Checklist and forward it together with the In-Situ Application to the appropriate Program Co-ordinator.

For more detailed information, please refer to Program Instruction 2006-02 (which replaces Program Instruction 2005-02).

Please contact your Program Co-ordinator if you have questions.

REMEMBER:

You can only give a subsidy to a market tenant\member if:

- you are under your RGI target AND
- the market tenant\member is on the approved in-situ priority list.