

## Frequently Asked Questions

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### What is in-situ Priority?

In-situ is a local priority category on the centralized waiting list for subsidized and affordable housing. Households in the in-situ category rank higher than most other applicants on the waiting list.

### Who can apply?

Market rent households who are currently living in a non-profit or co-operative housing community in York Region and meet all of the eligibility criteria.

### What is the eligibility criteria?

To be eligible for in-situ priority the household's change in financial situation and reason for the loss must meet **all** of the following eligibility criteria.

#### Household status

- ✓ Household is living in a social housing **market rent** unit
- ✓ Applicant is **over the age of 16**
- ✓ All of household's members are **legal residents of Canada** or refugee claimants

#### Financial situation

- ✓ The household has experienced a loss that resulted in a **significant decrease in income** (decrease of at least 20% or more)
- ✓ The household **can't pay rent** (over 50% of household's income goes toward paying for rent and utilities)
- ✓ Total household **assets do not exceed \$20,000**
- ✓ If household owes rental arrears, a repayment plan is in place
- ✓ The household does not receive Housing Allowance

#### Circumstances

- ✓ The loss was **involuntary**
- ✓ The loss is expected to be **permanent or long-term** (expected to be over two years)

For the purpose of this policy, a loss is considered to be **involuntary** and **permanent or long-term** if it is was due to one of the following circumstances:

Eligible Circumstance	Example
Loss of a family member that was contributing to the household's income	<ul style="list-style-type: none"> <li>▪ Passing away of a family member, or</li> <li>▪ Admission of a family member to a long-term care facility</li> </ul>
Permanent or long-term disability (over 2 years)	Disability or chronic illness acquired by a household member or its dependent that restricts a household member from continuing to work

## **What circumstances are NOT eligible?**

Here are examples of ineligible circumstances:

- Loss of employment  
*\*Not including loss of employment due to permanent or long-term disability*
- Marital separation
- Incarceration
- Maternity leave
- Return to school
- Voluntary retirement
- Guarantor breakdown  
*\*Guarantor is someone who co-signed a lease/occupancy agreement assuming responsibility over part of the rent*
- Sponsorship breakdown  
*\*As per definition under the Immigration and Refugee Protection Act (Canada)*

## **What if I am not sure if I meet all of the eligibility criteria?**

If you are not certain of your eligibility, discuss your situation with your housing provider.

## **What if I only meet some of the eligibility criteria?**

If you do not meet all of the eligibility criteria then you do not qualify for in-situ priority. You should consult with your Housing Provider about other Regional assistance programs that may better fit your circumstances.

## **What if I don't have all of the required supporting documents?**

Household must complete the application in full and provide all required verification documents to the Housing Provider. The application is not considered to be complete unless all required verification documents are attached. Incomplete applications will not be accepted by the Region.

## **How do I submit my complete in-situ application?**

Once you have completed your application in full and attached copies of all required verification documents you should submit the complete package to your Housing Provider.

## **What happens if I am approved?**

If a household is approved for in-situ priority it will be placed on its Housing Provider's priority waiting list for subsidized housing and will qualify to receive a bridging benefit while waiting for a housing subsidy.

## **What is the bridging benefit?**

The bridging benefit is a set amount of subsidy provided to households that were approved for in-situ priority and are waiting for subsidized housing. The bridging benefit is provided to the household after it was approved for in-situ. It is paid directly to the Housing Provider.

## **How is the bridging benefit calculated?**

The amount of the bridging benefit is determined based on unit location, size, and the Canadian Mortgage and Housing Cooperation (CMHC) average market rents.

The bridging benefit is calculated **once**, at the time the applicant qualifies for the benefit and is based on the most current CMHC data at the time of the calculation.

## **What will happen if I misrepresent information on my in-situ application?**

If the Region becomes aware that you have knowingly misrepresented information on your in-situ application you will lose your bridging benefit and in-situ priority.