

Rule # 05-2015

Absence From Unit

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Originally Approved: December 2015

Revision Date: July 2017

Authority

Under the authority of the *Housing Services Act, 2011 (HSA)* and its Regulations, each Service Manager is required to develop Local Rules. The Service Manager procedures and requirements in the Local Rule are to be implemented by all Housing Providers in Cornwall and Stormont, Dundas and Glengarry (SDG) operating under the *Housing Services Act, 2011*.

Intent

The purpose of this Local Rule is to determine the length of time members of a household can be absent from their unit, and still maintain their eligibility for the rent-geared-to-income (RGI) assistance in the City of Cornwall and SDG.

Local Rule

In order to continue to qualify for rent-geared-to-income assistance (RGI), primary tenant(s) cannot have all members absent from the unit for more than ninety (90) consecutive days or ninety (90) days in total within a twelve (12) month period, without the approval of the Service Manager.

If a member of the household is absent for medical reasons he/she is deemed not absent from the unit.

On the ninety-first (91) cumulative day of absence or after the ninety-one (91) days of absence in total (within a twelve (12) month period), if the members remain absent from the unit, they will cease to qualify for RGI subsidy and on the ninety-first (91) their rent will be set to maximum rent.

In order to requalify for subsidy, the family will need to complete a new application.

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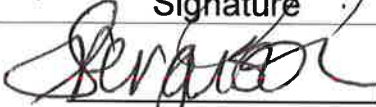
EXCEPTIONS TO LOCAL RULE BASED ON ABSENCE FROM THE UNIT:

Under special circumstances, there may be exceptions to the Local Rule on Absence from the Unit. Requests will be forwarded to the City of Cornwall Service Manager for consideration.

Housing Services Act, 2011, section 42

References *O. Reg. 367/11, section 37*

Local Audit Requirements	
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Completed by:	Mellissa Morgan  Signature	Date: July 2017
Approved by:	Stacey Ferguson  Signature	Date: July 2017