

Rule # 14-2015

**Refusals of Offer**

Page 1 of 2

Originally Approved: December 2015

Revision Date: February 1<sup>st</sup>, 2020

**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 intent of this Local Rule is to determine how many offers a household can refuse and the circumstances in which a refusal is not counted.

This procedure applies to all applicants on the centralized Social Housing waiting list.

A household will be allotted one (1) refusal of an offer before becoming ineligible for the waiting list and/or rent geared to income (RGI) subsidy.

**Local Rule**

1. A household on the centralized waiting list or transfer list will be eligible for one refusal of an offer.
2. If the household on the centralized wait list refuses one offer of a unit they will be taken off the wait list.
3. If a household on the internal transfer list refuses one offer of a unit they will be ineligible for RGI.
4. A Service Manager or Housing Provider may disregard a refusal of an offer if the applicant was unable to respond/accept the offer due to hospitalization, attending a treatment/rehabilitation facility and/or the client is a victim of domestic violence or human trafficking (approved via the centralized waitlist) and the unit is in the same building as alleged abuser.
5. The applicant may reapply for housing.

Rule # 14-2015	<b>Refusals of Offer</b>	Page 2 of 2
Originally Approved: December 2015	Revision Date: February 1 <sup>st</sup> , 2020	

Notice

A Notice of Decision letter will be sent to the applicant, notifying of their removal from the waiting list.

NOTE: this rule is effective:

January 1<sup>st</sup>, 2020

- for all applicants added to the waitlist or an internal transfer list after this date.

January 1<sup>st</sup>, 2021 (or sooner)

- for anyone that was already on the waitlist or an internal transfer prior to January 1<sup>st</sup>, 2020. The new rule applies to these individuals when one of the following occurs (whichever occurs first):
  - 1) at annual update
  - 2) after their next refusal
  - 3) or when the client makes changes in year

**Reference**

- *Housing Services Act, 2011, sections 42, 53, 156, 157*
- *O. Reg. 367/11, section 39, 138*

<b>Local Audit Requirements</b>		
<b>Completed by:</b>	Mellissa Morgan   Signature	<b>Date:</b> January 2020
<b>Approved by:</b>	Stacey Ferguson   Signature	<b>Date:</b> January 2020