

Temporary Housing Support Program (COVID-19)

In an effort to support Durham Region residents who may face evictions or utility cut offs as a result of COVID-19 restrictions, this program has been launched in addition to the current Housing Stability Program (HSP). This benefit will provide temporary assistance for those who are struggling to pay their rent or utility bills as a result of income loss or reduction during COVID-19 measures. Eligible tenants will have the benefit paid directly to their landlord or utility company, benefiting all parties.

The Temporary Housing Support Program (COVID-19) is a homelessness prevention initiative for low income Durham Region residents. It is a program of Durham and funded through the Region of Durham and the provincial Community Homelessness Prevention Initiative (CHPI).

How much am I eligible to receive?

Each household will be required to pay a percentage of their household income towards their housing costs, including rent and utilities. The percentage that applicants are required to pay will be dependant on their total household income. Eligible applicants will be entitled to this benefit for up to 3 months, at which time they may reapply if needed.

Eligibility

You may be eligible for the Temporary Housing Support Program if you meet all of the eligibility criteria for HSP, in addition to the following conditions:

1. You are in receipt of Employment Insurance (EI) or the Canada Recovery Benefit (CRB) as a result of COVID-19.
2. You are employed but have decreased hours as a result of COVID-19.
3. You reside in the Durham Region and your rent is not subsidized by any other government program, non-profit organization or any other program that provides rent subsidies.
4. Must prove ongoing affordability of rent and utility payments.

At this time, those who are unemployed for reasons outside of COVID-19 restrictions are not eligible for this program. A Record of Employment or a letter from your employer will be sufficient proof as outlined below.

If you are ineligible for the Temporary Housing Support Program but are having difficulty making your rent or utility payments or need assistance completing the application, we recommend that you connect with a Housing Outreach Worker:

Clarington- John Howard Society at 905.623.6814

Oshawa- John Howard Society at 905.519.8482

Whitby- John Howard Society at 905.666.8847

Ajax/Pickering- Community Development Council Durham at 905.686.2661

Scugog/Brock/Uxbridge

North House at 705.432.8654 or 1.877.406.8723 OR;

Community Living Durham North at 905.985.8511

How to apply

Eligible applicants must complete the Temporary Housing Support Program Application with all supporting documents.

In addition to the HSP requirements, applicants must provide:

- Proof of loss of employment or decreased hours of work (Record of Employment or letter from employer) AND,
- Proof of Current Income (Employment Insurance, Canada Recovery Benefit or Pay Stubs) OR,
- Self-Employed- Proof of approval from the Canada Recovery Benefit

How will I know that my application has been approved?

Applicants will be connected with a Housing Stability Program Eligibility Worker upon receipt of application who will have ongoing communication with both the tenant and the landlord and/or utility provider. All parties will be notified by phone and in writing via e-mail or mail of the eligibility decision. Please note that you can speed up the process by ensuring a complete application with all supporting documents is submitted.

Please allow five to seven business days after all required forms and proof have been received for an application to be processed.

How long is the program?

At this time, we will endeavor to provide this support for the duration of COVID-19 restrictions. Upon the decision of eligibility, you will be placed into the program for the next 3 months and will be required to forward any updated information to your HSP Worker.

Please note that the availability of the Temporary Housing Support Program is subject to funding and priority will be given to those facing eviction.

Is this program available for those who receive social assistance (Ontario Works/Ontario Disability Support Program) and/or housing subsidies?

No, this benefit is for individuals/families who are not currently receiving another form of social or rental assistance. Anyone who is receiving social assistance and/or paying rent that is based on their income is not eligible.

If you are looking for information on other supports available during COVID-19 please visit:

www.gapcommittee.ca

Please note that HSP will not be available to cover months in which the Temporary Housing Support Program has been provided for.

You may mail, fax or email your completed application to:

(Please note that CDCD is accepting clients by appointment only due to COVID-19)

Community Development Council Durham
Attn: Housing Stability Program
458 Fairall Street Unit 4 Ajax, Ontario L1S 1R6
Tel: 905-686-2661 Ext. 227 Fax: 9056-686-0984
Email: housinghelp@cdcd.org

APPLICANT INFORMATION

Applicant Information	
Last Name:	Given Name(s):
Date of Birth:	Phone Number:
Current Address:	
City/Town:	Postal Code:
Email Address:	
Referred By:	Citizenship/Immigration Status:
Veteran Status:	Aboriginal Status:

Other Household Members: <i>This includes all people living with you – including children and roommates</i>		
Name	Relationship	Date of Birth

Current Housing Information	
Name of landlord:	Phone Number:
Address of landlord:	
Date you moved into this address:	Did you pay first and last month's rent in your current unit: Yes ___ No ___
Monthly cost of heat and utilities (if not included in your rent):	Monthly cost of your rent or mortgage:

Income Information (please include amounts for each adult in the home)		
Source of Income	Gross Monthly Amount	Details
Employed		
Employment Insurance Benefits (EI)		
Canada Response Benefit (CRB)		
Other (Please explain)		

Pre COVID-19 Income Information (please include amounts for each adult in the home)		
Source of Income	Gross Monthly Amount	Details
Employment		
Employment Insurance Benefits (EI)		
OSAP		
Pension (CPP, OAS, Private)		
Child Tax Benefit		
Child or Tax Benefits		
Other Income (please explain)		

Assets
Total Value of Assets:
Asset Type: (RRSPs, Canada Savings Bond, GICs, equity in owned home):

Required documents:

- Proof of current income for all members of the household (CERB, EI, Pay Stubs, etc.)
- Proof of loss if employment or decrease in hours due to COVID-19 (Record of Employment, letter from employer).
- Proof of pre-COVID gross combined income for all members of the household (i.e. two most recent pay stubs, or tax documents, etc.)
- Copy of one piece of government issued ID for all household members.
- Proof of the value of all declared assets including the most recent 60 days (2 month) bank statement from all household members.
- Copy of your current rental agreement and most recent utility.
- Completed application with signatures of application and if applicable, co-applicant(s).

Please Note: Any applications not completed within 30 days, will be archived.



I consent to Community Development Council Durham (CDCD) contacting the Social Services

Department, Region of Durham/my landlord/utility company/creditor/Ontario Disability Support Program to confirm eligibility for this program. I further consent to CDCD contacting the income source named above to verify my income. I fully understand the nature and purpose of this consent and have given my consent and authorization voluntarily. I understand that if something on this form is incorrect or not true, I may be ineligible for assistance. I also understand that all information provided in my application will be verified.

Name of Applicant: _____ Date: _____

Signature of Applicant: _____

Name of Co-Applicant: _____ Date: _____

Signature of Co-Applicant: _____

This information is collected under the legal authority of the Housing Services Act, 2011 for the purposes of administering the Community Homelessness Prevention Initiative. Questions about this collection should be forwarded to the Director of Housing Services, Region of Durham at 605 Rossland Rd E. Whitby, ON L1N 6A3 or 905-668-7711 or 1-800-372-1102

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Durham Region Housing and Homelessness Information System Consent to Share Personal & Health Information on the Homeless Individuals and Families Information System (HIFIS)

This partner agency is part of the Regional Municipality of Durham Shared Homeless Individuals and Families Information System (HIFIS).

What is HIFIS

Organizations in Durham Region are using a shared computer system called HIFIS. This system securely stores your personal and health information.

To help you access the supports you need, it may be important for relevant information to be shared among the partner agencies. With your permissions, HIFIS allows each organization to access and share your personal information with each other.

By sharing this information this way, Organizations can provide better services and supports to you. The information also helps to better understand the homelessness throughout Durham Region, so that policies and programs can be improved.

For a full list of community partners using the HIFIS database, please contact Housing Services 905-668-7711, or the agency in which you obtained this consent form from.

What we collect

Organizations using the HIFIS system may collect personal and health information including:

- Full Name
- Contact Information
- Date of Birth
- Martial, Family Status and History
- Name, Birthdates and Citizenship of Family and Household Members
- Current Income and Assets
- Employment Status, History
- Housing History
- Service History (including services and programs accessed and applied for)

What we do with your information

- Manage and administer housing and homelessness services and programs now and in the future;
- Verify eligibility for housing and homelessness services funded by applicable municipal and/ or provincial social programs;
- Statistical and research purposes, but that information will be provided only on a collective and anonymous basis so that it will not indicate that it is about you personally. Your name will not be shared. This collective and anonymous information might also be provided to the Region of Durham, the Government of Canada, and the Province of Ontario to support policy analysis, research, and evaluation of existing policies and programs respecting homelessness.

What we won't do with your information

- Your personal and health information will not be used for any purpose other than for providing services to you and to support research and policy work regarding homelessness.
- The organizations will not release your information without your consent to anyone else except for the purpose set out above and unless there is a legal requirement to do so, or a serious concern about your safety or the safety of others.

Your consent will expire 2 years from the date you signed. Once your consent expires you will need to sign a new consent form at any one of the agencies.

You can change your mind and withdraw your consent to share your information at any time. If you do withdraw your consent, you understand that information already in the system will remain in the system, but no future information will be collected for the shared computer system. You can, at any time sign a new consent agreement with any one of the organizations using the HIFIS system.

You have the right to see your HIFIS record, ask for changes, and to have a copy of your record from this agency upon written request.

If you require this information in an accessible format, please contact 1-800-372-1102 ext. 2463.

Once signed, this consent form will be valid for the period of 24 months. By signing below, I acknowledge that I have read this consent form and understand and agree with its contents.

Applicant's Name: _____

Signature: _____ Date: _____

Co-Applicant's Name: _____

Signature: _____ Date: _____

Dependant(s) (18 years and older)

Name: _____

Signature: _____ Date: _____

Name: _____

Signature: _____ Date: _____

Name: _____

Signature: _____ Date: _____

- Client(s) could not / would not sign form.
- Form contents and MFIPPA/HSA Collection Statement (below) read orally to Client(s).

Witness: _____ Date: _____
Signature of Staff Person dd / mm /yyyy

The collection, storage and protection of personal information is governed by the Housing Services Act, 2011, Municipal Freedom of Information and Protection of Privacy Act, the Personal Information Protection and Electronic Documents Act and the Personal Health Information Protection Act, 2004. Partner agencies are bound by either one or all legislation. Personal Information may also be used by authorized staff at the Regional Municipality of Durham in its role as HIFIS Database Host for the purposes of administering and maintaining the database on which the Personal Information is kept. For more information please contact the Director of Housing Services, Region of Durham at 605 Rossland Rd E, Whitby ON, L1N 6A3 or 905-668-7711 or 1-800-372-1102.

The information and privacy commissioner of Ontario oversees the administration of privacy legislation in the public sector and can be reached at:

Office of the Information and Privacy Commissioner
2 Bloor Street East, Suite 1400, Toronto, ON M4W 1A8
Toronto Area: 416-326-3333 TDD/TTY: 416-325-7539 Toll Free: 1-800-387-0073 Email: info@ipc.on.ca