

Northumberland County Community Housing Directives

Housing Services Division

555 Courthouse Road

Cobourg, Ontario K9A 5J6

Subject: Absent From Unit

Directive Number: 2021-04

Effective Date: Upon issuance, October 18, 2023

Intent

To establish limits on the amount of time that a household can be absent from their unit and continue to be eligible for rent-g geared-to-income (RGI) assistance.

Background

The Housing Services Act, 2011 (HSA) allows Service Managers to set a local rule that limits the number of days that all members of an RGI household can be absent from their unit while continuing to be eligible for RGI assistance.

Timeframe for Absence

A household receiving RGI assistance in Northumberland County ceases to be eligible for such assistance if all members of the household have been absent from the unit for either:

- 60 consecutive days; or

- 90 cumulative days within the preceding 12 month period

Exemptions to the above

As per the HSA, household members are not considered absent from the unit if the absence is due to medical reasons. Medical reasons not considered absences may include:

- A temporary stay in a hospital or other acute healthcare facility;
- A residential treatment in a substance abuse recovery program; or
- A member of the household is absent due to the need to be accommodated elsewhere due to the medical absence of another member. An example would be a sole support parent in hospital and the children of the household are with friends and relatives.

Extenuating Circumstances

Extenuating circumstances may be taken into consideration at the discretion of the housing provider.

Procedures

If a household knows they will be absent from the unit beyond sixty consecutive days or three months annually, they can submit their request in writing for consideration. All requests are considered by community housing providers on a case by case basis, without precedent, and approval will be in writing and given prior to the absence. It is important to note that households must abide by housing provider notice requirements for shorter absences.

Households who will be absent due to medical reasons as listed above are required to provide written documentation from their medical professional and to maintain regular updates with the housing provider.

If the household is no longer eligible for RGI assistance the household must be notified of this in writing.

- They must be given the required 90 day notice of their RGI ineligibility.
- The household's right to request an internal review of the decision of ineligibility for RGI within 30 calendar days.

Repealed Rules

This directive replaces Policy 2008-12 Absent From Unit

Legislative Authority

O. Reg. 367/11 s. 37

If there are any questions please contact the Service Manager, Northumberland County Housing Services at 905-372-3329.