

CHANGES TO SUBSIDIZED (RGI) RENT CALCULATIONS & HOUSING OFFERS

Questions & Answers

As of July 1st, 2020, the government has changed the rules for Rent Geared to Income (RGI) calculation. Tenants must file Income Tax returns and provide OCH with their Notice of Assessment from the Canada Revenue Agency at the time of their annual rent review. There are also changes to the number of housing offers households receive.

1. What is changing about the way my rent is calculated?

- All household members must provide OCH with a copy of their Income Tax Notice of Assessment.
- Rent for most households will be calculated based on 30% of net household income (using Line 23600 from the Notice of Assessment) instead of gross household income.
- The income of full-time students will no longer be part of the rent calculation.

2. What documents do I need to give OCH to calculate my rent?

- ✓ The most recent Income Tax Notice of Assessment from Canada Revenue Agency for all household members.
- ✓ A completed and signed "Household Review Form".
- ✓ A copy of your OW or ODSP cheque stub and drug card (if applicable).
- ✓ Proof of full-time school attendance for students.

3. When should I provide OCH with my Income Tax Notice of Assessment?

We will ask you to provide information (see list in Question 2 above) approximately 5 months before your annual review date.

4. What happens if I do not file an income tax return?

If you do not file your income tax return and do not submit a copy of your Notice of Assessment, you may lose your rent subsidy. This means you may be charged the full market rent.

5. Do I need to file an income tax return if I am not a Canadian citizen?

Yes - People who have protected statuses, such as refugees and permanent residents, should file their taxes. Anyone with "significant residential ties" should also be filing their taxes. Check the Canada Revenue Agency website for more information.

6. When is the deadline to file my Income Tax return?

April 30th. If you are self-employed, the deadline is June 15.

7. Do all members of my household need to file an Income Tax return?

Yes and a copy of the Notice of Assessment must be given to OCH.

8. What do I need to do if I am on OW or ODSP?

You must file an income tax return by April 30 each year and provide OCH with a copy. We will also need a copy of your OW/ODSP cheque stub and drug card.

9. Where can I get help with my income tax return?

Free income tax clinics are held in many locations across the City. Call 211 for more information or go to the Canada Revenue Agency website at <http://www.canada.ca/en/revenue-agency/services/tax/individuals/community-volunteer-income-tax-program.html>

10. Do I need to tell OCH if someone moves in or out of my home?

You must advise OCH in writing if someone moves in or out of your home within 31 days of the change.



CHANGES TO SUBSIDIZED (RGI) RENT CALCULATIONS & HOUSING OFFERS

Questions & Answers

11. Do I need to tell OCH about changes in income?

You should advise OCH if there is a change in income for all household members. Your rent may not be increased or decreased with every change; it will be reviewed once a year based on your most recent income tax return.

12. What happens to my rent if I am a full-time student?

If you have income and you are also a full-time student, your income will not be included in the rent calculation for your household. You **will** need to provide OCH with proof of your **full-time student status** at a recognized educational institution. Examples of this include:

- letter on corporate letterhead from the school principal or registrar that names the school, course load, and period of study;
- certified timetable from the school that names the school, course load, and period of study;
- documentation from a funding agency that names the school, course load, and period of study;
- receipt from the school showing tuition fees are paid, course load, and period of study.

12. What is considered a full-time student?

A full-time student is someone who attends a recognized educational institution with at least 60% of a full course load. Students with a permanent disability are considered full time when they take at least 40% of a full course load.

13. Who should I speak to at OCH to get more information?

Housing Administrators in all OCH area offices are experts in calculating RGI rent and will be able to answer your questions. You can reach a Housing Administrator by calling 613-731-1182 and selecting Option 3.

14. What changed about housing offers?

All households waiting on The Registry's list will now only receive one housing offer. This rule applies to current OCH tenants who have an application to transfer with the Registry, including those with a priority status, such as overhoused. Previously, households could receive up to three housing offers. If you have questions about this, contact The Registry at 613-526-2088.

15. What else do I need to know?

Ottawa Community Housing is exempt from municipal property taxes. This means that OCH tenants may not be able to claim the property tax portion of the Ontario Energy and Property Tax Credit when they submit their Income Taxes. Please consult the Canada Revenue Agency's website for all income tax-related information.