



Rent Calculation on Fluctuating Income

Policy

Tenants who have fluctuating income will have their rent based on an average of eight (8) consecutive pays. This takes into account the high and low pays and uses an average income over approximately a four-month period.

The rent for tenants who have just started work and anticipate their hours will not be regular will be calculated on two to four pays. Tenants will continue to be required to submit pays until such time as eight (8) consecutive pays have been submitted.

Background

Tenants with a rent subsidy are obligated to report their income at least once a year, during lease renewal time. In addition, tenants must report within 31 days if there is any change in household income. The purpose of this policy is to identify how CCOC administers rent calculations for those tenants who have fluctuating income.