



Overhousing Policy for Tenants Receiving a Rent Subsidy

1. CCOC tenants who are subsidized and become overhoused (e.g. one person or a couple remaining in a two bedroom unit) are no longer eligible for a rent subsidy in that unit. They will be required to either transfer to an appropriate unit in order to continue to receive a subsidy or remain in their current unit and pay market rent. Tenants who are over housed will receive written notice of the over housing determination.
2. Once the household is notified by CCOC that they are over housed, they must select a minimum of 10 CCOC properties where they would like to live. CCOC assists tenants to complete the required paperwork to notify the Social Housing Registry that they are overhoused as needed.
3. Overhoused CCOC tenants are encouraged to define their requirements/needs with respect to their transfer, especially if there are any circumstances, e.g. medical, that may affect their housing need.
4. Overhoused tenants receive priority for transfer after victims of abuse.
5. If after one year the tenant remains over housed, the Registry will contact the household about expanding their selections.
6. All overhoused households are eligible for only 1 housing offer in total. (O. Reg 318/19 s.2 & 4 – O. Reg 367/11 s.32.2) If they refuse a valid offer, the subsidy will be withdrawn three full months following that offer.
7. If the household requests to be removed from The Registry, the household ceases to be eligible for subsidy. The subsidy will be withdrawn three full months following the request to be removed from The Registry.

Note: This policy is in accordance with ***Housing Services Act (2011)***

Exceptions:

Tenants in RGI units are considered over housed when there is less than one occupant per bedroom. The exceptions are couples, who would only be eligible for a one bedroom (except if there is medical supporting documents to justify separate bedrooms) and tenants requiring a wheelchair adapted unit may be accorded an additional bedroom to store their equipment they require to live independently. Such exceptions are reviewed on a case-by-case basis by staff.