

Wellington Square Co-operative Homes Inc

Co-operatively owned and operated by the members who live here

Policy No. 25. Subsidy Policy

The purpose of Wellington Square Co-op is to provide affordable housing in a comfortable environment for its members.

In order to accomplish this purpose, the Co-op has entered into an agreement with C.M.H.C. to administer subsidy funds in accordance with the terms of the agreement between the Co-op and C.M.H.C. This agreement is in accordance with Section 56.1 of the Housing Act.

New Members

25.1. In addition to the member selection process, new applicants requiring subsidy will complete the necessary forms and submit them to the staff. The applicants name will be placed on the appropriate waiting list until such time as an appropriate unit and subsidy funds become available.

Existing Members

25.2. Existing members will have first priority for subsidy funds.

25.3. If due to changes in financial circumstances, a member requires subsidy or a change in subsidy, the member must complete the necessary forms and submit them to the staff. If approved, the subsidy will be granted only if subsidy funds are available. If subsidy funds are not available, the member will remain responsible for the originally agreed upon housing charge.

Subsidy Renewal

25.4. Subsidy is not automatically renewed each year. Members who presently are receiving subsidy and will require assistance in the new subsidy year must reapply by completing the necessary forms and submit them to staff. If subsidy is not available at the time, the member be responsible for the full housing charge.

Eligibility for Subsidy

25.5. Members must meet the criteria for eligibility.

Exceptions

25.6. Any requests for exceptions must be submitted to the board of directors by staff, at the request of the member or applicant.

Confidentiality

25.7. All subsidy information and income information will be treated in strictest confidence, and be made available only to staff.

This policy adopted by the Membership on January 31st 1988.