



## Grey County Social Services and Housing Sustainable Housing Benefit Application Form

Effective January 1, 2013, the Sustainable Housing Benefit provides assistance to Grey County residents with costs to establish or maintain an affordable residence.

You may be eligible if you reside in Grey County, have not received a Sustainable Housing Benefit assistance in the past 24 months, and;

Your gross household income falls below the Household Income Limits for Grey County as per Section 2 of the Housing Services Act Ontario Regulation 370/11:

Single:	\$24,500
Couple:	\$31,000
Sole Support/Couple with one child:	\$38,000
Sole Support/Couple with two children:	\$43,500
Sole Support/Couple with three children or more:	\$54,000

- Print off application form and fill out **completely**.
- All household members 18 years of age or older, must read and sign the application and the consent to release information to determine eligibility (Page 3)

**Submit the completed application via one of the following 4 options:**

1. Scan and email to: [housing@grey.ca](mailto:housing@grey.ca)
2. Fax to: 519-376-0445
3. Mail to or drop off: Grey County Housing  
595 9<sup>th</sup> Avenue East, Owen Sound, ON N4K 3E3
4. Drop off at: Durham Ontario Works Office (located at Rockwood Terrace)  
575 Saddle Street East, Durham, ON  
  
Hanover Ontario Works Office  
286 10<sup>th</sup> Street, Hanover, ON  
  
Markdale Ontario Works Office (located at Grey Gables)  
206 Toronto Street South, Markdale, ON

### CHECKLIST

- Page 3 of the Application is signed by applicant and spouse if applicable
- Verification of eligibility: Eviction notice, disconnection notice, discharge letter, proof that Cash on Delivery is required, Y Housing worker name if homeless, letter from public health or building official confirming infestation or inhabitable housing, proof of accommodation costs for **both** households if moving to 20% more affordable housing
- If not ongoing OW or ODSP: bank account statements and verification of other assets
- If not ongoing OW or ODSP: copy of most recent Income Tax assessment, copy of current pay stub if employed and verification of other income
- Confirmation of cost of item requested: Last month's rent, utility deposits.

Please note that assistance with moving expenses, furnishings, appliances and other household items are not covered under the Sustainable Housing Benefit.

**\*Your application will be returned if the required documentation is not attached\***

**\*\*Once all documentation has been received your application  
will take 5 to 10 days to process\*\***

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## Family Information (\*Required Field)

*Applicant Name:	<input type="text"/>	*Social Insurance #:	<input type="text"/>	
*Applicant Date Of Birth:	<input type="text"/>	*Country of Birth:	<input type="text"/>	
Street Address:	<input type="text"/>		City:	<input type="text"/>
Province:	<input type="text"/>	Postal Code:	<input type="text"/>	
Alternate Phone Number:	<input type="text"/>	*Phone Number:	<input type="text"/>	
*I/We would prefer contact by Traditional Postal Mail <input type="checkbox"/> or E-mail <input type="checkbox"/>		E-mail Address:	<input type="text"/>	
*Co-Applicant Name:	<input type="text"/>	*Social Insurance #:	<input type="text"/>	
*Co-Applicant Date Of Birth:	<input type="text"/>	*Country of Birth:	<input type="text"/>	
Single or Couple with:	Names and ages of children:			
<input type="checkbox"/> No children	<input type="checkbox"/> 1 child	<input style="width: 100%; height: 40px;" type="text"/>		
<input type="checkbox"/> 2 children	<input type="checkbox"/> 3 or more children			

## Gross Monthly Income (Required)

Employer:	<input style="width: 100%;" type="text"/>		
Earnings:	<input type="text"/>	Ontario Works (OW):	<input type="text"/>
Old Age Security (OAS and GAINS):	<input type="text"/>	Canada Pension Plan (CPP):	<input type="text"/>
Ontario Disability Support Program (ODSP):	<input type="text"/>	Employment Insurance (EI):	<input type="text"/>
Other Income:	<input type="text"/>	Workers Compensation (WSIB):	<input type="text"/>

Attach proof of all income sources and Last Year's Income Tax Assessment Notice **except** OW & ODSP

## Assets

	Account Type	Account Number	Current Balance
Bank Account/Investment:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Bank Account/Investment:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Bank Account/Investment:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Credit Available:	<input style="width: 100%;" type="text"/>		
Other Assets:	<input style="width: 100%; height: 40px;" type="text"/>		

**If not in receipt of OW or ODSP, attach proof of all assets (bank account numbers, Canada Savings Bonds, GICs, RRSPs, etc.) and current values.**

## Monthly Accommodation Costs for Current Accommodations

Rent:	<input type="text"/>	Mortgage:	<input type="text"/>	Property Taxes:	<input type="text"/>
Water & Sewage:	<input type="text"/>	Water:	<input type="text"/>	Hydro:	<input type="text"/>
Room and Board:	<input type="text"/>	Fuel:	<input type="text"/>	Fire Insurance:	<input type="text"/>

## What is Your Situation?

- Victim of Domestic Violence
- Discharged from Institution - copy of discharge letter attached
- Utility Disconnect - copy attached
- Fuel/Wood - Cash on Delivery required - attach proof
- Homeless and working with Y Housing
- Bed Bug Infestation - attach proof of infestation
- Eviction Notice Received - copy attached
- Uninhabitable Housing - attach letter from Public Health or municipal official
- Moving to 20% more Affordable Housing - attach proof of costs for both households

## What Do You Need?

- Utility Arrears to avoid Disconnection
- Bed, Fridge, or Stove (for applicants currently experiencing homelessness)
- Spraying for Bedbugs - Homeowners only
- Utility Costs: Delivery of Fuel/Wood and/or Hydro Deposits - proof of costs attached
- Rental Arrears - proof of eviction threat, must include landlord's name, address and phone number
- Last Month's Rent - proof of last month's rent with landlord's name, address and phone number attached

Total Funds Requested:

## Additional Information to Explain Your Situation

**Example: If Applying for Rent or Utility Arrears, Explain Why You were Unable to Pay**

If working with an agency (Family Y, OW or ODSP caseworker, Women's Shelter) please provide the

Worker's name and contact number:

How did you learn about the Sustainable Housing Benefit Program:

- Y Housing
- Ontario Works or ODSP Caseworker
- 211
- Other (please specify) \_\_\_\_\_

## Acknowledgement, Declaration and Consent

I am (We are) the applicant(s) named on this application form.

To the best of my (our) knowledge, all of the information provided is accurate and no information has been deliberately withheld. I (We) know that there is limited money available for Housing Benefits. I (We) also know that we must do everything we can to maintain our housing.

I (We) know that, if I (we) are in receipt of OW or ODSP, any benefits we qualify for will be paid directly to my (our) energy provider or landlord.

If I (we) are approved for help with rent or energy arrears, my (our) caseworker may take that money from my (our) monthly payment and give it directly to the landlord or energy service provider.

I/we consent to the disclosure, verification and exchange of information with energy service providers, landlords and/or other third party vendors to determine eligibility for the Grey County Social Services and Housing Benefit. I understand that information may be requested, disclosed or exchanged verbally, or in writing including fax.

I/We further consent to the exchange of information between Grey County and any other community service agency or organization assisting with this application.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Spouse (where applicable)

\_\_\_\_\_  
Signature of Other Household Members Over 18

\_\_\_\_\_  
Signature of Other Household Members Over 18

\_\_\_\_\_  
Date