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1. Shelter allowance includes actual expenses for the following items:

Rental Accommodations -Rental, heat, electricity and propane expenses

Owned Accommodations -Mortgage, heat, electricity, propane, fire insurance, taxes, and/or lot rental expenses

2. Maximum shelter allowance shall not be exceeded, except as provided in Instruction 5-1.

3. Shelter allowances:

MAXIMUM TOTAL MONTHLY ALLOWANCE*

<u>NO. OF PERSONS IN HOME</u>	<u>PROVINCIAL RATE</u>
1 person (rental)	\$346
1 person**	539
2 persons	681
3 persons	778
4 persons	854
Each additional person to a maximum of 7 in total	\$ 47

* Actual costs to the prescribed ceiling.

** person with special housing needs and existing mortgages.

4. In addition to dependants, “persons in the home” includes any other persons residing in the home, provided appropriate income from rental or room and board is shown for those persons.

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5. Social Housing Units

- (a) Canada Mortgage and Housing Corporation, the P.E.I. Housing Corporation and the Department of Social Services and Seniors annually negotiate a set of rental rates for Social Assistance clients in social housing units. These rental rates are detailed in Policy 5-1-2 and are based on annual rental market surveys. These are called “low end of market” rates.
- (b) Social housing projects use a rent-to-income scale for low income people not on Social Assistance. In cases where Social Assistance is not the only source of income, this rent-to-income scale may allow the person to move off assistance. In these cases, the “low end of market” rates should not be used to create or continue a dependency on Social Assistance.

(c) Procedure

(1) The following procedure shall be used in calculating eligibility (or continuing eligibility) for Social Assistance:

(i) New Tenants

- (a) Social Assistance only source of income:
Rental rate shall be the Social Assistance “low end of market” rate (as per Policy 5-1-2).
- (b) Other income in addition to Social Assistance:
The project manager calculates a “rent-to-income” rate based on family income other than Social Assistance.

The financial worker calculates Social Assistance eligibility using the “rent-to-income” rate established by the project manager.

Where the tenant qualifies for Social Assistance using the “rent-to-income” rate, the financial worker then recalculates the budget deficit, using the Social Assistance “low end of market” rate.

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(ii) Established Tenants

(a) Emergency assistance (one time only):

The applicant's current monthly rent payment shall be used in determining eligibility.

It is not necessary to verify the rental rate for the purpose of granting assistance one time only.

(b) Other applicants:

Where the tenant qualifies for Social Assistance using the "rent-to-income" rate, the financial worker then recalculates the budget deficit using the Social Assistance "low end of market" rate.

(c) Applicants

New rates, at the time of lease renewal, shall be determined in accordance with the procedure for "New Tenants"- 5(c)(i) above.

- (2) Both new and established tenants, upon becoming or ceasing to be eligible for Social Assistance should be advised to inform the project manager of the change in circumstances.

Attachment: Monthly Social Assistance Shelter Rates for Eligible Clients.

CROSS REFERENCE

_____ 5-1	Shelter - Rent/Mortgage
_____ 5-1-2	Social Housing Rental Rates