

## Supported Independent Living (SIL) – Rent Top Up

Reference Previous CLDS Policy or Circular (if applicable)	
CLDS POLICY	CLDS Circular #2012-04

### Service Definition

Rent Top Up may be available to Community Living disABILITY Services (CLDS) participants living independently in private rental accommodations where it has been determined that safe and affordable housing cannot be secured within available EIA or other shelter allowances. The purpose of the Rent Top Up is to maintain the individual's independence in the community in safe and affordable housing, rather than accessing other forms of housing such as foster care and/or residential care facilities.

A Rent Top Up is considered when all other sources of financial assistance have been exhausted, including:

- Employment and Income Assistance
- Rent Assist – for those in receipt of EIA
- Non-EIA Rent Assist – for low-income earners not in receipt of EIA
- Income (employment, legal settlement, inheritance, EI, WCB)
- Portable Housing Benefit
- Canada Pension Plan (CPP) Old Age Security (OAS), Guaranteed Income Assistance (GIS)
- Other (Subsidized Housing)

The Rent Top Up calculation is dependent on available housing in the region, the Participant's eligibility for other forms of shelter assistance and the Participant's financial resources.

### Components

- A. If the individual is eligible to receive Employment and Income Assistance (EIA) benefits, the Community Service Worker consults with the individual's EIA Case Coordinator to ensure that the individual is receiving the maximum allocation for rent, utilities, phone, and applicable shelter benefits (i.e., Rent Assist).
- B. If the individual is not eligible to receive EIA, their Rent Top Up will be based on their available financial resources and applicable shelter benefits.
- C. When the individual resides with another person, the Rent Top Up will take into account the other person's contribution to rent.
- D. The calculation of the Rent Top Up is determined once housing has been secured, a lease provided, and all other financial resources have been exhausted. A financial plan may be used to facilitate the calculation of the Rent Top Up.
- E. CLDS may provide a Rent Top Up if the total rent does not exceed the median market rental amount within the most recent time period that data is available through the Canada Mortgage and Housing Corporation. If a Rent Top Up is requested for rent above the median rate, the Program Manager must provide rationale and seek approval from a Program Specialist.
- F. The Rent Top Up can be paid directly to the landlord named on the lease agreement or to the agency providing the individual with Independent Living Supports. If the Rent Top Up is paid to the agency, the agency would be responsible for making the rental payment.

- G. CLDS may adjust the monthly Rent Top Up amount based on the average medium market rates established by the Canada Mortgage and Housing Corporation that are updated on an annual basis. Responsibility to request increases in Rent Top Up rates, when applicable, rests with participant and/or service provider. If/when approved, Changes to Rent Top Up rates will not be applied retroactively.

## Parameters/Exclusions allowed Mode(s) of Delivery

### Service Parameters:

- This service is limited to a monthly Rent Top Up for CLDS participants residing independently in private rental accommodations who require additional financial assistance to maintain safe and affordable housing.
- This service does not apply to participants who reside with their parent(s) or other family members who provide care and supervision to the participant.
- This service does not apply to participants who reside independently in a home owned by a family member.

### Funding Parameters:

- Rent Top Up is provided as a separate cost based on a monthly amount.
- Total rent is based on actual rent paid and should not exceed the “Affordable Rents” established annually by Manitoba Housing which are based on median market rents in the private market.
- The Rent Top Up does not apply to living arrangements where the home is owned by a family member.
- The total rent should not exceed the above amounts. If a Rent Top Up is requested for rent above the median market amount, the CLDS Program Manager must provide rationale and seek approval from a CLDS Program Specialist.

Information on “Affordable Rent” established by Manitoba Housing can be found here:  
<http://www.gov.mb.ca/housing/mh/progs/pil.html>

## Mode of Delivery Parameters

- Individual

## Additional Service Criteria

The Rent Top Up is reviewed when:

- there is a change in the Participant’s rent;
- there is a change in the Participant’s income;
- the Participant moves; and
- there is a change in Rent Assist rates.