



APPLICATION FOR LOW-INCOME HOUSING

ADMISSIBILITY

According to the regulations for low-income housing attribution of the Société d'habitation du Québec, the **annual income of your household must be less** than the following maximum:

HOUSEHOLD COMPOSITION	RMRGATINEAU (Gatineau, Thurso, Val-Des-Monts, La Pêche et Val-Des-Bois)	OTHER MUNICIPALITIES
One person or a couple	\$54,500	\$28,500
2 or 3 people except couples	\$61,000	\$36,000
4 or 5 people	\$70,500	\$40,000
6 people	\$81,500	\$44,000
8 or 9 people	\$89,000	\$47,000
10 or 11 people	\$92,500	\$48,000
12 people or more	\$95,000	\$49,500

To be eligible for low-income housing, the applicant must:

1. Be registered on the waiting list.
2. Provide independently or with the help of outside support or from a person who lives with him, the satisfaction of basic needs, particularly those related to personal care and ordinary household tasks.
3. Be a Canadian citizen or permanent resident as defined in the Immigration Act (L.C. 2001, c. 27), and **be a resident of Quebec**.
4. For at least 12 months during the 24 months preceding his application or reinstatement, reside in Quebec or if the rules of the landlord provides, in the territory of selection of the landlord. This section of the regulations does not apply to the applicant (or a member of his household) who is suffering from locomotor disability (wheelchair) or is a victim of domestic violence.
5. Have an annual income below the maximum gross.

The applicant, or any member of his household, must not:

1. Have a debt to a landlord of low-income housing.
2. Have liquid assets or property which exceeds the maximum amount prescribed by regulation of the landlord (100 000.00 \$).
3. Be a full time student enrolled in an educational institution, with no dependent children in his care.

For your information:

- To find your rank, once eligible, you can visit the website (www.ohoutaouais.ca) or call a selection agent at 819 568-0033, extension 523.
- The Office d'habitation de l'Outaouais can't, at any time, guarantee a low-income housing offer.

CHECKLIST

Please join the following documents to your application:

MANDATORY TO ALL:

- ☐ 1. The **signed** application for low-income housing
- ☐ 2. **Sheet with choice of sectors signed**
- ☐ 3. For the applicant: **proof of citizenship or permanent residence** (for example: birth certificate, passport, certificate or citizenship card, permanent residence card, imm2000 forms, etc.)

For the other adults: an **identity document** (for example: health insurance card, driver's license, passport, birth certificate, etc.)

For children: **long-form birth certificate** showing parents' names (immigration documents that identify who they arrived in the country with may be considered)
- ☐ 4. **Provincial notice of assessments** (Revenu Québec) for all members of your family aged 18 and over (except for children attending school full-time, with supporting documentation)
- ☐ 5. **Proof of address, of your current residence, received within the last two months, that includes your name and address** (for example: recent bill or letter confirming your address, etc.)
- ☐ 6. **Proof that you have lived in Gatineau or Québec for at least 1 year during the 2 years preceding your application** (for example: lease, bills, driver's licence, or any documents confirming your address during this period, etc.)
- ☐ 7. Proof of the **value of your belongings** and those of your family members, **excluding furniture** (for example: property, land, investments, etc.). Your assets must be less than \$100,000.

MANDATORY DEPENDING ON YOUR SITUATION:

- | | |
|---|--|
| ☐ The judgments of legal custody or welfare claim booklet recognizing your children as dependents (prescription card) | ☐ The medical certificate confirming your pregnancy and the due date |
| ☐ Declarations of child support | ☐ The Office d'habitation de l'Outaouais's medical attestation proving your status or disability status of a family member |
| ☐ Victim of conjugal violence : <ul style="list-style-type: none">1. Written confirmation of a social worker or a police officer explaining your situation2. Authorization to communicate3. Agreement | ☐ The Office d'habitation de l'Outaouais medical attestation attesting for problems related to housing (ex.: inability to climb stairs, allergies to carpet, etc.) |
| ☐ Unhealthiness or disaster : Inspection report from the city or a private company certifying that your housing is uninhabitable for at least 30 days | |

IMPORTANT INFORMATION:

- **NEW:** Your application remains valid for a **period of 2 years** with a possibility of renewal. **However, if you situation changes** (annual income, new address, your health status, pregnancy, addition of occupant, liquid assets or property, etc.) you have the **responsibility** to provide us with documents to that effect. **Failing to notify us of any changes in writing, a housing offer could be withdrawn.**
- The Office d'habitation de l'Outaouais has **30 working days** to inform you of its decision on your application and registration to the waiting list. If there is a refusal, you will be given the reasons. You can then contact the Tribunal administratif du logement for a review.
- The **refusal** of a housing offer that is in the sector corresponding to the choices made will result in the **removal** of the application for a **one year period**. After the one year period, the applicant must reapply. Removals result in the **loss of seniority** of the applicant.
- By subscribing to the Office d'habitation de l'Outaouais, you agree to have your name used for subsidized housing whose selection is managed by the Office d'habitation de l'Outaouais, that is to say, with other owners.

Low-Rental Housing Application

(The shaded sections are reserved for use by the organization)

APPLICANT'S IDENTITY (Ss. 11 and 16)

Applicant's surname and given name	Reg.Code ()	Telephone No.
Surname and given name of the person to be contacted if the applicant is absent	Reg.Code ()	Telephone No.
Current address and address of all the places in which you have resided in the Province of Québec in the 24 months preceding your application.		
Address	Postal Code	Duration (year/month) /
Previous Address	Postal Code	Duration (year/month) /
Previous Address	Postal Code	Duration (year/month) /
1- Are you a Canadian citizen or permanent resident?		☐ Yes ☐ No
2- Have you or a member of your household:		
- previously been evicted from a low-rental housing unit?		☐ Yes ☐ No
- previously abandoned a low-rental housing unit without notifying the landlord?		☐ Yes ☐ No
- an outstanding debt owing to a low-rental housing landlord?		☐ Yes ☐ No

INFORMATION ON YOUR LEVEL OF INDEPENDENCE (ss. 11 and 14)

1. Are you independent (i.e. able to meet your own essential needs, especially those relating to personal care and ordinary household tasks, without help)?	☐ Yes ☐ No
2. Are you independent, but with outside assistance? If so, please complete and sign the "Independence Questionnaire".	☐ Yes ☐ No
3. Does any member of your household have a physical handicap that would make it difficult for him or her to access the dwelling (wheelchair, walking frame, etc.)? If so, please complete the "Independence Questionnaire".	☐ Yes ☐ No
4. Does any member of your household have diminishing independence or a physical handicap that requires him or her to live with a caregiver? If so, please complete and sign the "Independence Questionnaire".	☐ Yes ☐ No

CHOICE OF SECTOR (s. 11.9)

Where applicable, please enter your choice of sector from those shown on the list provided by the agency.

Sector numbers or names:

All sectors:

HOUSEHOLD COMPOSITION (S. 11)

Total number of people in the household		Household head's telephone number		Reg. Code ()		Telephone No.			
Occupant	Surname and given name of the applicant and of all household members, including the name of the caregiver where applicable	Date of Birth (year/month/day)	Age	Gender	Relationship to applicant or spouse	% of custody	Social Insurance Number	Handi-capped (Yes/No)	Full-time Student (Yes/No)
A		/ /		☐ M ☐ F					
B		/ /		☐ M ☐ F					
C		/ /		☐ M ☐ F					
D		/ /		☐ M ☐ F					
E		/ /		☐ M ☐ F					
F		/ /		☐ M ☐ F					

*Caregiver: Please complete the table below. Where applicable, enter "caregiver" in the "Relationship" column.

For joint custody, please enter the **percentage of custody time for each child.

INCOME (for the calendar year preceding the application date) (S. 27)

Enter the annual income of each member of your household, including the caregiver's income where applicable. Please also attach supporting documents.	Year					
	A	B	C	D	E	F
Employment income	\$	\$	\$	\$	\$	\$
Employment insurance *	\$	\$	\$	\$	\$	\$
Emploi-Québec (training) **	\$	\$	\$	\$	\$	\$
Income security	\$	\$	\$	\$	\$	\$
Old Age Pension	\$	\$	\$	\$	\$	\$
Québec Pension Plan	\$	\$	\$	\$	\$	\$
Other pensions	\$	\$	\$	\$	\$	\$
Rest and investments	\$	\$	\$	\$	\$	\$
CSST	\$	\$	\$	\$	\$	\$
SAAQ	\$	\$	\$	\$	\$	\$
Support payments received	\$	\$	\$	\$	\$	\$
Other income (specify)	\$	\$	\$	\$	\$	\$
Partial individual total :	\$0	\$0	\$0	\$0	\$0	\$0

SUBTOTAL – HOUSEHOLD INCOME					
* Social assistance benefits paid pursuant to sections 74 to 78 and 204 of the Individual and Family Assistance Regulation for every dependent child of full age attending an educational institution (s. 2.7 of the By-law respecting the conditions for the leasing of dwellings in low-rental housing) ** Supplementary expenses paid by Emploi-Québec within the scope of the terms and conditions for the application of active measures by Emploi-Québec, financed out of the Labour Market Development fund (s. 2.11), and employment assistance allowances paid during a calendar year to a person participating in Emploi-Québec active employment measures, up to a maximum amount of \$1,560 per person (s. 2.13 of the By-law respecting the conditions for the leasing of dwellings in low-rental housing)					
The property listed below is not considered when calculating the total value of the property belonging to you and your household:					
Indicate the market value of property that currently belongs to you or your household:					
1- LIQUID ASSETS (including capital and various investments)	+	\$	- all furniture and household effects;		
2- IMMOVABLE PROPERTY (real estate)	+	\$	- the books, instruments and tools required for the purposes of employment or to practice a trade or an art;		
3- OTHER PROPERTY (excluding furniture)	+	\$	- the value of pension credits accumulated as a result of membership in a pension plan other than the plan established by the Act respecting the Québec Pension Plan (R.S.Q., c. R-9) or an equivalent plan within the meaning of the said Act, or amounts accumulated, with interest, as a result of the beneficiary's participation in another retirement savings instrument which, pursuant to the plan, savings instrument or law, <u>cannot be returned to the participant before he or she reaches the age of retirement</u> ;		
TOTAL VALUE OF GOODS OWNED = (Add 1, 2 and 3)	=	\$	- property owned by a dependent child, provided it is managed by a tutor, testamentary liquidator or trustee, before the report is submitted;		
			- property that a dependent child has acquired through his or her personal effort;		
			- equipment adapted to the needs of an adult or dependent child with functional limitations, including an adapted vehicle that is used for transportation but not for commercial purposes;		
			- the value of a prearranged funeral services contract or prearranged burial plan, where such contracts are in force;		
			- amounts accumulated in a registered disability savings plan, including those paid in the form of Canada disability savings bonds or Canadian disability savings grants, for the benefit of the adult alone or of a member of the family, which the person in question <u>cannot access in the short term</u> .		
APPLICANT'S COMMENTS					
☐ I accept that my request be sent to cooperative housing ☐ I accept that my request be sent to non-profit housing organizations					
If a smoke free housing accommodation was available, I would be interested :					
☐ YES ☐ NO					
STATISTICAL INFORMATION ON THE APPLICANT (OPTIONAL QUESTIONS)					
The purpose of this section is to allow the Société d'habitation du Québec to carry out the analyses, studies and research required to plan its activities and improve its programs and services. All responses to these questions <u>will remain strictly confidential</u> and will not be combined with any nominative information that would allow the individual or household to be identified.					
What language do you use at home? If more than one, please specify.			☐ French ☐ English ☐ Other		
What language do you use outside the home? If more than one, please specify.			☐ French ☐ English ☐ Other		
Were you born in Canada? ☐ Yes ☐ No					
If you answered NO to this question, please answer the following questions:					
In which country were you born?					
In which region were you born?					
In which year did you obtain the right to reside in Canada?					
In which immigration category were you when you first arrived in Canada?					
When you arrived in Canada, did you have a sponsor or guarantor?			☐ Yes ☐ No		
If yes, when did the undertaking made by your sponsor or guarantor end, or when will it end?			day / month / year		
NOTICE to all applicants – Any false or misleading statements in this application or in any document attached thereto may result in removal of the applicant's name from the eligibility list, refusal to grant low-rental housing, a change in rental conditions, or eviction from the dwelling.					
ATTESTATION					
I certify that the above information is true and complete. I authorize the organization to perform any verification it deems appropriate. It is understood that the information given is confidential and will be used only for the needs of the organization and of the Société d'habitation du Québec or some other Housing organism.					
Applicant's signature	Date	Signature of organization officer		Date	



CHOICE OF SECTORS

Please indicate your preference for a sector of residence. You can choose more than one sector that corresponds to your family's need. **When you select a sector, you accept all the projects indicated in that sector (you cannot choose the address).**

If you do not return your completed choice of sectors within seven days, all sectors will be considered as your selection.

Note: If you have previously selected sectors and wish to keep them, you must check them again on the new form.

Housing categories

A = For people that are 55 years old and older

B = For people that are 54 years old and younger

Municipality of Gatineau

☐ Sector 1 (Aylmer)

Category A	Category B
➤ 285, 287, rue North ➤ 433, 435, 437, boulevard Wilfrid-Lavigne	➤ 89, rue Pearson ➤ 289, 291, 293, rue North ➤ 135, 145, 155, 165, rue Broad ➤ 345, boulevard Wilfrid-Lavigne (smoke free) ➤ 34, rue Deschênes

☐ Sector 2 (Hull – Mont-Bleu)

Category A	Category B
➤ 165, 175, boulevard Mont-Bleu	➤ 15, 20, 30, rue des Étudiants ➤ 73, 75, rue Jumonville ➤ 5, rue Étienne-Brûlé ➤ 6, 7, 8, rue Le Breton ➤ 26, rue Georges-Bilodeau ➤ 24, 26, 28, rue Arthur-Buies ➤ 10 to 92, rue Lesage ➤ 51 to 161, rue Mutchmore ➤ 155, boulevard Mont-Bleu ➤ 9, rue Le Breton ➤ 27, rue Le Breton ➤ 75, rue Lesage

☐ Sector 3 (Hull – Centre-Ville)

Category A	Category B
➤ 40, boulevard Sacré-Cœur ➤ 50, boulevard Sacré-Cœur ➤ 10, rue Sainte-Bernadette (no pets)	➤ 20, rue Mance ➤ 33 to 51, rue Mance ➤ 28 to 106, rue Mance ➤ 12, 14, 16, rue Edgar-Chénier ➤ 27, 29, rue Prévost ➤ 14, 16, rue Duhamel ➤ 31, 33, rue Bégin ➤ 152, rue Leduc ➤ 40, rue Vaudreuil ➤ 35 to 51, rue Hanson ➤ 90, rue Jean-Dallaire (smoke free) ➤ 1 to 89, rue Jean-Dallaire ➤ 54, rue Hanson ➤ 81, 83, rue Hanson ➤ 16, rue Morin ➤ 20 to 270, rue Lambert ➤ 2, 4, rue Lévesque ➤ 18, rue Viger ➤ 33, rue Duhamel ➤ 35, 49, rue Hélène-Duval ➤ 123, rue Kent ➤ 95, rue Eddy ➤ 344, rue Champlain ➤ 35, rue Wright

Initials : _____

See reverse

☐ **Sector 4 (Gatineau – Pointe)**

Category A	Category B
➤ 20, rue Claire ➤ 26, rue Claire ➤ 25, rue Guertin ➤ 807, boulevard Du Carrefour	➤ 18 à 42, rue Nilphas-Richer ➤ 225, 235, 245, chemin de la Savane ➤ 160, rue de Lausanne ➤ 210, rue Lamarche ➤ 375, 383, boulevard de l'Hôpital ➤ 898, 902, 906, boulevard Saint-René Ouest ➤ 680, 690, boulevard Mont-Royal ➤ 73, 75, 77, 81, 85, rue Marengère ➤ 46, 56, 66, rue F.X.-Bouvier ➤ 60, rue Fortin ➤ 452, rue Gréber ➤ 70, 75, 115, rue de la Baie

☐ **Sector 5 (Gatineau – Main)**

Category A	Category B
➤ 240, rue Notre-Dame ➤ 301, boulevard Saint-René Est ➤ 94, rue Saint-Denis (no pets)	➤ 365, boulevard de la Vérendrye ➤ 38, 42, 51, 55, 59, rue O'Farrell ➤ 463 to 489, rue Gouin ➤ 478, 488, rue Graveline ➤ 193 à 205, rue P.-Labine ➤ 295, boulevard Saint-René Est

☐ **Sector 6 (Gatineau – Templeton)**

Category A	Category B
None	➤ 131 to 187, rue Jeannine-Grégoire-Ross ➤ 1236 to 1304, rue Notre-Dame ➤ 40, 44, 48, rue Dupuis ➤ 104, 114, rue Des Sables ➤ 7, 25, rue Péribonka

☐ **Sector 7 (Masson-Angers)**

Category A	Category B
➤ 23, rue Saint-Pierre ➤ 15, rue Victor-Lacelle ➤ 225, rue Du Progrès	➤ 455, rue du Progrès

☐ **Sector 8 (Buckingham)**

Category A	Category B
➤ 100, rue Jean-Louis Champagne ➤ 195, rue Church	➤ 830 to 836, rue Maclaren ➤ 110, 120, rue Jean-Louis-Champagne

☐ **Sector 9 (Hull – Golf – Plateau)**

Category A	Category B
None	➤ 55 to 107, rue du Conservatoire ➤ 151 to 195, rue Liverpool

☐ **Sector 10 (Gatineau – Touraine – Limbour)**

Category A	Category B
➤ Housing if available (PSL)	➤ Housing if available (PSL)

Initials : _____

Other municipalities

☐ 11 – Municipality of Thurso

Category A	Category B
➤ 280, rue Hôtel-de-Ville	➤ 180 à 210, rue Rodolphe-Pelletier

☐ 12 – Municipality of Val-des-Monts

Category A	Category B
➤ 3, chemin du Manoir	None

☐ 13 – Municipality of Chénéville

Category A	Category B
➤ 94, chemin de la Petite-Nation	None

☐ 14 – Municipality of La Pêche (sector La Pêche and Wakefield)

Category A	Category B
➤ 10, rue Des Fondateurs ➤ 40, chemin Raphaël ➤ 37, rue Sully	➤ 96, montée Beausoleil

☐ 15 – Municipality of Papineauville

Category A	Category B
➤ 170, rue Laval	None

☐ 16 – Municipality of Fassett

Category A	Category B
➤ 27, rue Kemp	None

☐ 17 – Municipality of Grand-Remous

Category A	Category B
➤ 1346, rue Transcanadienne	None

☐ 18 – Other municipalities in Outaouais

Category A	Category B
➤ Specify :	➤ Specify :

☐ 19 – Municipality of Val-des-Bois

Category A	Category B
➤ 103, Place Bellevue	None

Initials : _____

See reverse

☐ 20 – Montebello

Category A	Category B
➤ 230, rue Saint-Henri	None

☐ 21 – Chelsea

Category A	Category B
None	None

☐ 22 – L’Isle-aux-Allumettes

Category A	Category B
None	➤ New development coming soon

We could also offer you accommodation under de **Rent Supplement Program (PSL)** on the private market.

In addition, if there are any changes in your situation, it is **your responsibility** to modify your choice of sector/ municipality form, before a housing offer is made. I declare that I have understood and undertake to modify my choice of sector/ municipality form as soon as there is a change:

The **refusal** of a housing offer that is in the sector corresponding to the choices made will result in the **removal** of the application for a **one year** period. After the one year period, the applicant must reapply. Removals result in the **loss of seniority** of the applicant.

If a smoke-free housing is available, I would be interested:

☐ YES ☐ NON

Do you own one or more pets?

- ☐ Yes
- ☐ No
- If yes, please specify: _____

Name (please print): _____

Current address: _____

Email address: _____

Date: _____Signature: _____

For more information, visit our Website, at www.ohoutaouais.ca.

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