

How you can apply

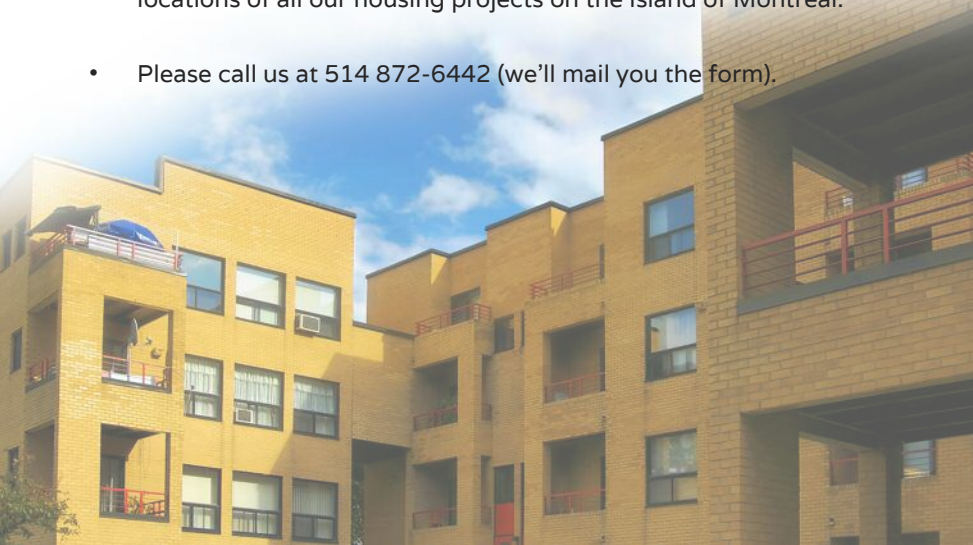


Fill out the OMHM housing application and provide:

- Proof of residence for the past two years (a copy of your current lease and any previous leases).
- Proof of income (a copy of your previous year's provincial tax return and all slips, such as T4A or 5 for all adults in your household).
- Proof of school attendance (only for adults studying full-time).
- Other documents may be requested.

To obtain an application form:

- Go to any Accès Montréal office or the offices of other municipalities on the Island of Montréal.
- Check the OMHM website (www.omhm.qc.ca), which also lists the locations of all our housing projects on the Island of Montréal.
- Please call us at 514 872-6442 (we'll mail you the form).



Tenant's responsibilities



When a new tenant arrives, the OMHM provides a copy of *A Tenant's Guide*, along with a lease. The guide contains a lot of useful information about the lease, dwelling and housing project maintenance, as well as the basic rules for good neighbourly relations.

Submitting your application

Our Housing Application Service handles all requests for housing.

Send your application to:

Service des demandes de logement
415, rue Saint-Antoine Ouest, 2^e étage
Montréal (Québec) H2Z 1H8

For any information about your application, please call:
Tel.: 514 868-5588 Fax: 514 868-5966
e-mail: demandeurs@omhm.qc.ca

The OMHM website also contains useful information for low-rent housing applicants at www.omhm.qc.ca



Office municipal
d'habitation
de Montréal

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Low-Rent Housing in Montreal

Pathways to **YOUR** Home



Office municipal
d'habitation
de Montréal

What you should know



Low-rent housing is intended for people or families that cannot afford adequate housing.

On the Island of Montréal, the Office municipal d'habitation de Montréal (OMHM) oversees some 20,000 low-rent housing units. About half of these are set aside for families and people living alone, while the other half is reserved for seniors. Approximately 7,000 other apartments are managed by private owners who have agreements with the OMHM to accommodate people who are eligible for low-rent housing.

Rent amounts to 25% of the household's income. Other costs are added for such things as electricity, parking, air conditioning and other amenities, if applicable. For instance, a household with an income of \$800 a month pays \$200 in monthly rent plus costs for electricity, parking and air conditioning, if any.

Apartments are granted under the Bylaw Respecting the Allocation of Dwellings in Low-rental Housing included within the Act Respecting the Société d'habitation du Québec.

This brochure sums up what the bylaw spells out and how the OMHM applies the rules.





Eligibility

To qualify for housing, you must meet all the conditions below.

- Status or citizenship: Be a Canadian citizen or permanent resident.
- Residence: Have lived within the Montréal Metropolitan Community for 12 months during the two years prior to the date you send in an application. (This condition doesn't apply to people who are victims of conjugal violence or who use a wheelchair, provided they reside in Quebec.)
- Assets: The total value of assets for all individuals whose name appears on your application must be less than or equal to \$50,000.
- Autonomy: Be able to meet your own essential needs and those of your household (or provide proof that you will receive the necessary assistance). Should you become incapacitated, living with a caregiver may be considered in the application.
- Annual income: The previous year's total gross income for all individuals whose name appears on your application must be less than or equal to the amounts below:

1 person living alone or a couple: \$27,000

2 people (who are not living as a couple) or 3 people: \$32,000

4 or 5 people: \$37,000

6 people: \$48,000

These amounts apply as of July 2013 and are subject to change.

Ineligible:

Students

Full-time students at secondary or post-secondary institutions do not qualify unless they have a dependent child, are more than 20 weeks pregnant, or are experiencing severe employment limitations and are enrolled in a study program.

Former tenants of low-rent housing

Former tenants of low-rent housing do not qualify if the rental board ruled to cancel their lease, if they left without paying, or if they have an unpaid debt with an OMH or a landlord under an agreement related to the Rent Supplement Program. The ineligibility period varies according to the situation.

Processing applications

An employee first ensures that your application is complete before sending it to our selection committee, which meets regularly to assess your eligibility and determine your ranking on our waiting lists. This committee consists of two representatives from different socio-economic groups, two representatives elected by tenants in low-rent housing, and an OMHM representative. The committee reviews all files without knowing the applicants' names.

We confirm in writing that we have received your application.

Application assessment

The application will be assessed according to the following point system:

Maximum of **6 points** based on the income of all household members

Maximum of **6 points** based on the length of time on the list (2 points per year)

1 point for the presence of each minor child

Maximum of **5 points** if there are psychosocial or health factors to be taken into account.

We rank your application on a waiting list based on your total score. Please note that our lists are constantly changing. Points given to new or updated applications can change your ranking on our lists. Once you reach the top of this list and an apartment becomes available, we offer it to you.



If you turn it down and according to the bylaw during the following year, your application will be deactivated. However, the application will be deactivated for three years if a lease was signed. You must contact the OMHM to reactivate the application.



Waiting lists

More than 22,000 households are waiting for housing, and about 2,000 units become available each year. The waiting time can therefore vary from a few months to a few years. Your wait time depends on many factors: the number of people on our list, the type and size of housing needed, your total points, the number of apartments available, priority situations, and your ranking on our lists.

We draw up different waiting lists based on:

- ✓ The type of housing (for families, seniors or people using wheelchairs).
- ✓ The city borough.
- ✓ The size of apartment needed:
 - A studio apartment for someone living alone.
 - One bedroom for someone living alone or for a couple.
 - One extra bedroom for each additional person, but a single bedroom for:
 - Two children under the age of seven.
 - Two children under the age of 14 who are of the same sex and are not more than six years apart.



Checking your position on the list

People waiting for low-rent housing can check their position on the list on the OMHM website at www.omhm.qc.ca. Simply enter the applicant's household code after clicking the Check your eligibility list position online on the home page. The ranking of applications is updated approximately once a month after the selection committee meetings are held.

Priority situations

Priority will be given to applications that meet the general eligibility criteria in any of the following situations:

- ✓ A household forced to move following a disaster that made the dwelling uninhabitable;
- ✓ A household forced to move, because the dwelling was declared uninhabitable through the application of a municipal bylaw;
- ✓ A person who is a victim of domestic violence or whose lease has been resiliated following a sexual aggression and who is no longer safe in his or her apartment (article 1974.1 of the Civil Code of Québec);
- ✓ An expropriation.

You may appeal to the Régie du logement should you feel your application hasn't been processed in accordance with the Bylaw Respecting the Allocation of Dwellings in Low-rental Housing.

