

Term Sheet for Agreements with Community Housing Providers for the Purposes of using the Access to Housing Waitlist to offer units not governed by the Housing Services Act (HSA)

<building address(es)>

<housing provider>:

Type of Agreements: Agreements to Use Access to Housing Waitlist to Offer Units Not Governed by the Housing Services Act (AUATH)

1. The number of agreements will be determined by the City Solicitor.
2. In exchange for the deeply affordable units at <address(es)> being offered through the Access to Housing Waitlist, the City shall update the building selection forms to appropriately reflect the Community Housing Provider's buildings and units, review and enter applications and building selections, review applicants' eligibility to be on Access to Housing Waitlist and determine eligibility for bedroom size, answer applicant questions about buildings, maintain the Integrated Housing Software system to provide access to households for offers, enter applications from existing applicants to the Housing Provider's waitlist into Integrated Housing Software (IHS), and operate the social housing review panel.
3. Application Date: The City shall use the date the household applied to the <housing provider>'s waitlist as their application date on ATH.
4. Term: The agreement will have a minimum term of five years with the possibility of extension based on mutual agreement and subject to approval of the General Manager of Healthy and Safe Communities Department.
5. Referrals: It is required that <housing provider > will receive referrals for tenants of the units, subject to the AUATH from the Housing Services Division. The City will refer eligible households for units in the project which are subject to the AUATH, including assessing the household's eligibility for deep affordability income relative to the rent. <housing provider> retains all rights and obligations as a landlord under the Residential Tenancies Act and all other relevant legislation, including the rights to assess and decline tenants that may be referred by the City.
6. Offers of Housing: <Housing provider> will only offer units governed by the AUATH to eligible households. Upon acceptance of an offer, <housing provider> will ask that the tenant request their name be removed from the ATH waitlist.
7. Integrated Housing System: <housing provider> will use the Integrated Housing System to offer units governed by the AUATH.

8. Assessment Criteria for Supported Housing: <housing provider> will develop standardized assessment criteria for assessing appropriateness for housing in particular buildings. These criteria will be shared with the City.
9. Social Housing Review Panel: <housing provider>'s decisions regarding eligibility for subsidy will be subject to review by the City of Hamilton's Social Housing Review Panel and abide by relevant policies. <housing provider> will establish an internal review process for decisions regarding eligibility for subsidy. <Housing provider> will accept the decisions of the Social Housing Review Panel as binding.
10. Reviews: <Housing provider> shall allow the City to conduct reviews of its offer process and eligibility calculations with 48 hours' notice.
11. Payment Provisions: Payment of subsidy to <housing provider> will be governed by separate rent supplement agreements.
12. Transition: <housing provider > will inform tenants of need to apply to ATH and meet eligibility criteria. <housing provider> will also be responsible for obtaining tenant consent to communicate offers and outcomes to ATH.
13. Building Inventory: <housing provider > will report changes to its building inventory to the City so buildings may be added or subtracted as soon as possible.
14. Other terms as deemed necessary by the City Solicitor and General Manager of the Healthy and Safe Communities Department.