



# Saskatchewan Housing Benefit Application

## About the Saskatchewan Housing Benefit

The Saskatchewan Housing Benefit helps eligible renters with their shelter costs (rent and utilities). The benefit is co-funded by the Government of Canada and the Government of Saskatchewan under the National Housing Strategy and is delivered by Saskatchewan Housing Corporation (SHC).

You are eligible for the benefit if you:

- have an annual before-tax household income at or below the Income Limit (see table below);
- rent from a community housing provider;
- pay more than 50% of your before-tax household income on shelter costs; and
- have less than \$100,000 in assets.

The benefit you receive is based on your household size:

Household Size	Singles/Couples	Singles/Couples with one dependant	Singles/Couples with two or more dependants
Income Limit	\$28,000	\$35,000	\$42,000
Monthly Benefit Amount	\$150	\$200	\$250

You are not eligible if you receive support from another Government of Saskatchewan income assistance or training program, including Saskatchewan Income Supplement (SIS), Saskatchewan Assured Income for Disability (SAID), Saskatchewan Assistance Program (SAP), Transitional Employment Allowance (TEA), Provincial Training Allowance (PTA), and Saskatchewan Rental Housing Supplement (SRHS), or if you are newcomers to Canada who receive financial sponsorship.

## Applying for the Saskatchewan Housing Benefit

Send your completed application and required documents (see page 2) to SHC:

Email: [SaskHousingBenefit@gov.sk.ca](mailto:SaskHousingBenefit@gov.sk.ca)

Fax: 1-306-798-3110

By Mail: 11<sup>th</sup> Floor – 1920 Broad Street REGINA SK S4P 3V6

If you have any questions or would like more information, contact SHC toll free at 1-844-787-4177.

# Required Documents

As part of your application, SHC requires documents to verify your income and eligibility. Income verification must be provided for all household members 18 and over, not including dependants under 25 who are full time post-secondary students. You only need to include the documents that apply to your household.

## Annual Before-Tax Household Income

**Option 1:** If you filed your taxes last year, provide copies of:

- your most recent Notice of Assessment, Proof of Income Statement (Option C), or tax return; and *You can print a copy of your Proof of Income Statement online at CRA My Account.*
- verification of any income that was not reported on your tax return, such as veteran's benefits, income earned on reserve, income earned outside Canada, or child support payments.

**Option 2:** If you did not file taxes last year or if your income has changed significantly since last year, provide copies of income statements for all of the following types of income that apply:

- employment income, income earned on reserve, and self-employment income (last 3 months);
- federal veterans benefits and disability benefits (last month);
- investment income or dividends and rental property income (last year);
- pension income including work pension, private pension, and CPP (last month);
- Workers' Compensation Benefits (last month);
- child support and spousal support, paid and received (last month);
- retirement savings withdrawals from a plan such as a RRSP;
- scholarships, bursaries, grants, band funding, and tuition paid (current year);
- seniors pensions and supplements such as Old Age Security (OAS) and Guaranteed Income Supplement (GIS) (last month); or
- Employment Insurance (last month)

## Rental Information

Provide a copy of your rent receipt (last month) or your lease agreement.

## Residency Information

Provide copies of the following documents regarding your immigration status if you are not a Canadian citizen:

- permanent resident card (front and back);
- refugee protection claimant document;
- notice of decision; or
- work permit.

# Personal Information

## Applicant Information

Applicant: \_\_\_\_\_  
*First name* *Middle name(s)* *Last name*

Current address: \_\_\_\_\_  
*Street Address* *PO Box*

\_\_\_\_\_ *City/Town* *Province* *Postal code*

Social Insurance Number: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
*MM/DD/YYYY*

Telephone number: \_\_\_\_\_ Email: \_\_\_\_\_

Gender:  F  M  X

Marital status  Single/Widowed/Separated/Divorced  Married/Common-law

Canadian residency status:  Canadian citizen  Permanent resident  Temporary resident  Refugee claimant

I choose to declare as:  Indigenous  A visible minority  A person with a disability  
*(This question is optional)*  A full-time post-secondary student

## Co-applicant Information

*If there is no co-applicant, go to Eligibility Information.*

Co-applicant: \_\_\_\_\_  
*First name* *Middle name(s)* *Last name*

Relationship to applicant: \_\_\_\_\_

Current address: \_\_\_\_\_  
 *Same as applicant* *Street Address* *PO Box*

\_\_\_\_\_ *City/Town* *Province* *Postal code*

Social Insurance Number: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
*MM/DD/YYYY*

Telephone number: \_\_\_\_\_ Email: \_\_\_\_\_

Gender:  F  M  X

Marital status  Single/Widowed/Separated/Divorced  Married/Common-law

Canadian residency status:  Canadian citizen  Permanent resident  Temporary resident  Refugee claimant

I choose to declare as:  Indigenous  A visible minority  A person with a disability  
*(This question is optional)*  A full-time post-secondary student

## Eligibility

Are you or the co-applicant a refugee or sponsored immigrant receiving financial assistance from the Government of Canada or a private sponsor?  Yes  No

Does anyone in your household receive income or housing support from another Government of Saskatchewan program, such as SIS, SAID, SAP, TEA, PTA, or SRHS?  Yes  No

## Household Members

Provide details for each additional person who lives in the household, including children.

*If you require additional space, please attach a page to your application.*

First Name	Last Name	Birthdate (MM/DD/YYYY)	Gender (F/M/X)	Relationship to Applicant
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Will your household size increase within four months?  Yes  No

If yes, please explain. \_\_\_\_\_

## Income and Assets

What is your yearly before-tax household income?   
*Include the income of all household members 18 and older, excluding dependants under 25 who are full-time post-secondary students.*

What is the total approximate value of your household assets?   
*Include the value of the following assets of all household members 18 and older, excluding dependants under 25 who are full-time post secondary students:*

- cash and bank account balances
- retirement savings
- savings and investments
- real estate (equity only)

## Rental Information

Which community housing provider is your landlord? \_\_\_\_\_  
*Landlord Name*

How long have you lived at your current address?  Less than 1 month  
 Between 1 and 12 months  
 More than 1 year

What is your monthly rent?

What are your average monthly utility payments?  
*Do not list any utilities that are included in your rent. SHC might contact you to request proof of your utility payments.*

Water/Sewer

Power/Electricity

Energy

# Declaration and Consent

*The applicant and co-applicant must read the declaration and consent. By signing this page, each person agrees to the statements below.*

I give consent to SHC to collect, use, and share information that I or another party provides during my application and any period of time I receive the Saskatchewan Housing Benefit (Benefit) to:

- determine if I am eligible for the Benefit; this includes confirming my household income with my employer, the Government of Saskatchewan, and/or the Government of Canada;
- confirm my continued eligibility if I am approved for the Benefit; and
- contact my landlord to confirm my continued eligibility for the Benefit as part of any eligibility review.

I give consent for my information to be used and disclosed by:

- the Government of Saskatchewan (or a third party contracted by the Government of Saskatchewan) for analysis and research of its programs and services. This might involve my information being combined with information from other Government of Saskatchewan Ministries and/or agencies, even if I do not receive the Benefit; and
- the Government of Canada and its agents, including Statistics Canada and the Canada Mortgage and Housing Corporation (or a third party contracted by the Government of Canada), for analysis and research of national housing programs.

I understand:

- if any information in my application is found to be false, my application might not be considered, or if I am approved for the Benefit, I might be required to return any overpayment;
- SHC may contact me for feedback regarding the Benefit program;
- SHC will use my SIN to verify if I am in receipt of income or housing support from the Government of Saskatchewan and for debt collection purposes if applicable;
- I must be in good standing with SHC to continue receiving the Benefit;
- this application does not require SHC to provide me with assistance through the Benefit;
- SHC must handle my information as required by *The Freedom of Information and Protection of Privacy Act*, *The Health Information Protection Act*, and *The Archives and Public Records Management Act*;
- I may, in writing, end my consent for SHC to disclose my information by completing a Withdrawal of Consent form, and this might impact my eligibility for the Benefit; and
- if I end my consent, SHC will no longer collect my information and only disclose my information if authorized by law.

If I am approved for the Benefit, I understand that I must use program benefits to pay for shelter costs like rent and/or utilities, and I must contact SHC immediately if my household circumstances change. Further, I understand that failure to contact SHC could result in my Benefit being cancelled, or I might be required to repay any overpayments if:

- I begin to receive income support from another Government of Saskatchewan income assistance or training program;
- I move:
  - out of Saskatchewan;
  - to the private market;
  - into a nursing or care home; or
  - to a First Nation reserve;
- I am in a federal/provincial jail or a Community Training Residence; or
- I am no longer legally allowed to reside in Canada.

**I declare the information in this application is true and complete to the best of my knowledge.**

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*Signature of applicant*

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*Signature of co-applicant*

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*Date (MM/DD/YYYY)*