



Request for Special Priority

Information for Applicants

Your application may be given Special Priority ranking on the waiting list if:

- you are eligible for rent-geared-to-income (RGI) assistance, AND
- you provide documents confirming that you or someone in your household has been abused by someone who lives with you or by your/their immigration sponsor, AND
- the abused person intends to permanently live apart from the abuser.

If you want to request Special Priority, you must provide the following:

- this form, (Request for Special Priority & the following Verification of Abuse) completed by the abused person and a qualified professional AND
- a letter from the qualified professional describing the abuse, AND
- a completed Social Housing Application for Rental Accommodation AND
- copies of documents that prove that you are or were living with the abuser (e.g. copy of lease, rental agreement, mortgage documents, utility bills, etc.)

If you have been separated from the abuser for more than three months and you believe that you or someone who lives with you is at risk of further abuse, the letter from your qualified professional must explain the on-going risk.

Definition of Abuse

For the purpose of Special Priority, abuse means:

One or more incidents of: physical or sexual violence, controlling behaviour, or intentional destruction of or intentional injury to property, or words, actions or gestures that threaten an individual or lead an individual to fear for his or her safety.

For the purpose of Special Priority, the abuser must be:

- the abused person's spouse, parent, child or other relative, OR
- the abused person's immigration sponsor, OR
- a person on whom the abused person is emotionally, physically or financially dependent

Your Contact Information

| | | | |
|---|------------|---|---------|
| Name: | | Cell #: | |
| Home Telephone #: | | Can we call you at home? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Work Telephone and Extension #: | | Can we call you at work? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Current Address: | | | |
| If it isn't safe to send mail to the address above, please provide safe alternative contact information. | | | |
| Street Address: | | | Apt. #: |
| City: | Province: | Postal Code: | |
| Name of Alternate Contact: | Telephone: | Cell Number: | |



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Declaration of Abuse

Were you or someone who lives with you abused? Yes No

What is the name of the person who was abused?

What is the abuser's name?

| | | |
|---|--|---|
| What is the relationship with the abuser? <i>(If the abuser is an immigration sponsor, please attach a copy of your immigration papers.)</i> | <input type="checkbox"/> Partner / Spouse | <input type="checkbox"/> Child |
| | <input type="checkbox"/> Parent | <input type="checkbox"/> Canadian Immigration Sponsor |
| | <input type="checkbox"/> Other (Please describe) _____ | |

Do you live with the abuser now? Yes No

Did you ever live with the abuser? Yes No

If you no longer live with the abuser, when did you stop living together? Day: Month: Year:

What is the address of the residence that you shared with the abusive person?

| | |
|-----------------|---------|
| Street Address: | Apt. #: |
|-----------------|---------|

| | | |
|-------|-----------|--------------|
| City: | Province: | Postal Code: |
|-------|-----------|--------------|

I intend to permanently live apart from the abusive person Yes No

Signature of Abused Person

Declaration and Consent to Disclosure

This section must be completed by the person who was abused. If that person is under the age of 16 or is unable for any reason to sign the consent or to give a valid consent, the consent may be signed on the abused person's behalf by: the parent or guardian, an attorney under a power of attorney that authorizes that attorney to give the consent on the abused person's behalf; or a person who is otherwise authorized to give the consent on the abused person's behalf.

I request that my application be given special priority ranking on the waiting list.

I promise that everything I have written on this form is true and complete.

I understand that all information I give to the City of Kawartha Lakes ("City"), will belong to the City.

I, _____, hereby authorize and consent to the disclosure to the City of information and documents required by the City for the purpose of verifying the statements on this form and assessing my eligibility for special priority status.

I further understand that if I will be at risk of being abused by the abusing individual if I attempt to obtain information or a document, the City shall not require me to provide that information or document.

Signature of abused person (or person authorized to sign on their behalf)

Date

Personal information contained on this form is collected under the authority of the Social Housing Reform Act, 2000, and subject to Municipal Freedom of Information and Protection of Privacy Act. The information will be used to determine eligibility for rent-geared-to-income assistance and Special Priority, as well as for statistical reporting. The information provided may be cross-referenced with other municipal data pertaining to the household. Information provided in support of a special priority request is confidential; however, if it appears that a child may be in need of protection, the City is required to notify the local children's aid society. If you have questions about this collection, please contact the Manager, of Social Housing, Health and Social Services Department, The City of Kawartha Lakes, 322 Kent Street West, Lindsay, Ontario, K9V 4S7 or phone 705-324-6401 ext. 102.

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Information for Professionals Providing Verification of Abuse

Special priority applicants rank ahead of everyone else on the rent-geared-to-income waiting list and are housed much faster than everyone else. The City relies on documentation from verifying professionals to ensure that special priority is only given to those who truly qualify.

To qualify, applicants must:

- be eligible for rent-geared-to-income (RGI) assistance, AND
- intend to permanently live apart from the abuser, AND
- provide documents confirming that they or someone in their household have been abused by someone who lives with them or by their immigration sponsor.

Special priority applications must include:

- this completed form completed by the applicant and appropriate sections completed by a qualified professional as listed on this form, AND
- a letter from the qualified professional describing the indicators of abuse applicable to the applicant's situation.

The following professionals can provide Verification of Abuse:

- Doctor
- Lawyer
- Teacher
- Registered Nurse
- An individual in a managerial or administrative position with a housing provider
- Community service worker including: community health care worker, social worker, social service worker, victim services worker, settlement services worker, shelter worker, and community legal worker
- Law Enforcement Officer
- Member of the Clergy
- Guidance Counsellor
- Registered Practical Nurse

Definition of Abuse

For the purpose of special priority, abuse is defined as:

a) one or more incidents of:

- physical or sexual violence, OR
- controlling behaviour, OR
- intentional destruction of or intentional injury to property, OR

b) words, actions or gestures that threaten an individual or lead an individual to fear for his or her safety.

For the purpose of special priority, the abuser must be:

- The abused person's spouse, parent, child or other relative, OR
- The abused person's immigration sponsor, OR
- A person on whom the individual is emotionally, physically or financially dependent

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Indicators of Abuse

The following indicators determine whether the applicant's situation falls with the definition of abuse for the purpose of special priority. The City will decide whether or not the applicant is eligible for special priority ranking on the waiting list for rent-geared-to-income housing based on your letter explaining which indicators the applicant has experienced. It is helpful if you can include examples that describe the applicant's situation.

- Intervention by the police indicating that the applicant was abused by the abusing individual.
- Physical injury caused to the applicant by the abusing individual.
- Application of force by the abusing individual against the applicant to force the applicant to engage in sexual activity against his or her will.
- One or more attempts to kill the applicant or another member of the household.
- Use of a weapon against the applicant or another member of the household.
- One or more incidents of abuse, including the following:
 - i. Threatening to kill the applicant or another member of the household.
 - ii. Threatening to use a weapon against the applicant or another member of the household.
 - iii. Threatening to physically harm the applicant or another member of the household.
 - iv. Destroying or injuring or threatening to destroy or injure the applicant's property.
 - v. Intentionally killing or injuring pets or threatening to kill or injure pets.
 - vi. Threatening to harm or remove the applicant's children from the household.
 - vii. Threatening to prevent the applicant from having access to his or her children.
 - viii. Forcing the applicant to perform degrading or humiliating acts.
 - ix. Terrorizing the applicant.
 - x. Enforcing social isolation on the applicant.
 - xi. Failing to provide or withholding the necessities of life.
 - xii. Threatening to withdraw from sponsoring the applicant as an immigrant.
 - xiii. Threatening to take action that might lead to the applicant being deported.
 - xiv. Other words, actions or gestures that threaten the applicant or lead the applicant to fear for his or her safety.

- Undue or unwarranted control by the abusing individual over the applicant's personal or financial activities.

One or more incidents of stalking or harassing behaviour against the applicant or another member of the household.