

# Rent Top-Up

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## Service Definition

Rent Top-Up may be available to Community Living disABILITY Services (CLDS) participants living in private rental arrangements where safe, appropriate, and affordable housing cannot be secured within existing income supports or shelter-related benefits, supporting independent living in the community.

Rent Top-Up may be considered only after all other reasonable sources of income and shelter-related assistance have been accessed and maximized. This includes, where applicable:

- Manitoba Supports for People with Disabilities (MSPD) or other income assistance programs
- Rent Assist (MSPD and non-MSPD)
- Employment income and other personal income sources (e.g., employment insurance, workers compensation benefits, settlements, inheritances)
- Federal income supports (e.g., Canada Pension Plan, Old Age Security, Guaranteed Income Supplement)
- Other housing-related benefits, rent supplements, financial assistance programs, or subsidized or non-profit housing options available through provincial, federal, or community-based sources

Rent Top-Up is intended to address a demonstrated affordability gap after these sources have been fully considered and does not replace or duplicate other income or housing benefits.

## Components

- Where a participant is eligible for MSPD, the individual's Community Service Worker (CSW) confirms that all available shelter-related benefits have been accessed and maximized.
- Where a participant is not eligible for MSPD, the Rent Top-Up determination is based on the participant's available financial resources and any applicable shelter-related benefits.
- The Rent Top-Up amount is determined only after housing has been secured, a valid lease agreement has been provided, and all other financial resources have been considered. A financial plan may be used to support the calculation.
- When a participant shares a residence with another person, the calculation of the Rent Top-Up considers the other person's financial contribution toward rent.
- CLDS may provide a Rent Top-Up where total rent does not exceed the applicable median market rent, based on the most recent data available from the Canada Mortgage and Housing Corporation. Requests exceeding median market rent require approval by a CLDS Leading Program and Practice Specialist, unless otherwise authorized in writing under an approved CLDS initiative.
- Rent Top-Up payments may be issued directly to the landlord named on the lease agreement or to the agency delivering Supported Independent Living (SIL) or Enhanced Supported Independent Living (ESIL) supports. Where payment is made to an agency, the agency is responsible for remitting rent to the landlord named on the lease agreement on behalf of the participant.
- CLDS may adjust Rent Top-Up amounts in response to updated CMHC median market rent data or approved CLDS initiatives. Requests for increases are the responsibility of the participant and/or service provider. Approved increases are not applied retroactively.

## **Parameters/Exclusions allowed Mode(s) of Delivery**

### Service Parameters:

- Rent Top-Up is available only to CLDS participants residing in private rental arrangements (e.g., SIL, ESIL or independently without supports)
- Rent Top-Up is not available to CLDS participants residing in non-private rental arrangements (e.g., living with family or residential care facilities)
- Rent Top-Up does not apply to individuals residing in housing owned by a family member, unless the unit is operated as a self-contained, arm's-length private market rental

### Funding Parameters:

- Rent Top-Up is provided as a separate, monthly financial support intended to address housing affordability within a private rental arrangement.
- Rent Top-Up funding is based on the actual cost of rent and considers the participant's available income and shelter-related benefits.
- The amount of Rent Top-Up provided is subject to applicable median market rent thresholds.
- Rent Top-Up does not fund utilities, furnishings, food, personal supports, staffing, or other non-housing-related costs.
- Rent Top-Up funding is not guaranteed and may be adjusted or discontinued based on changes to eligibility, housing arrangements, income, or funding availability.
- Approved Rent Top-Up amounts are not applied retroactively.

### **Mode of Delivery Parameters**

- Individual

### **Additional Service Criteria**

Rent Top-Up is reviewed when there is a material change, including:

- a change in the participant's rent
- a change in the participant's income
- the participant moves to a new residence
- a change in Rent Assist rates or other shelter-related benefits