



Public Housing -
Information Booklet for
1st time Renter's

***PLEASE READ THE FOLLOWING
INFORMATION BEFORE FILLING OUT THE
APPLICATION FORM***

This package is for you to keep for information; we will
require only the last 4 pages back.

**Yellowknives Dene First Nation
Housing Division
Ph: (867) 920-4403 Fx: (867) 873-3563
902A Sikyea Tili Yellowknife, NT X1A 0A7**

INTRODUCTION:

Welcome to Public Housing!

This booklet is intended to inform you about the public housing in Ndilo and Dettah. It is meant as a quick guide for public housing applicants and it explains what is expected from you once you become a public housing tenant.

All 73 public housing units in Ndilo and Dettah (including the Sikyea apartments) are owned (or leased) by the NWT Housing Corporation. The YKDFN Housing Division administers and maintains these housing units on behalf of the Housing Corporation.

The public housing lease agreement that you will sign once your application has been approved, spells out both your responsibilities as tenant and the responsibilities of the Housing Division as landlord. You must review your lease thoroughly and keep you (signed) copy in a safe location. The lease agreement is a legal contract between the tenant and landlord which both parties must abide by.

The lease agreement contains the following tenant responsibilities:

- To pay the \$900.00 damage deposit
- To pay the monthly rent
- To pay the monthly power
- To carry appropriate contents insurance
- To keep the premises clean and in good condition
- To not make alterations or additions to the unit or carry out repairs to the unit
- To not assign or sublet
- To use the premises as a residence only
- To pay all costs for necessary repairs resulting from tenant's damage
- To notify the Landlord of heating equipment failure, water leaks, electrical problems or other general maintenance issues with the unit
- To maintain smoke detectors by not disabling them
- To comply with the Landlord's Rules and Regulations (attached to the lease as Schedule "A")

ABOUT PUBLIC HOUSING:

Are you familiar with Public Housing? Have you lived or are you living in public housing with family or friends? If so, are you paying a portion of rent and/or power bills?

Do you know what is to be expected from you once you become a tenant?

- Most people applying for public housing are coming from their parents' homes and never rented before. They don't know what to expect and the tenant's responsibilities may become overwhelming.

Can you afford to live in Public Housing with your current household Income?

- Try using the attached Expenses Chart (pg 5) to determine this.

If you think that you can't afford public housing, are you aware that financial support might be available to you? If necessary, would you take advantage of this support?

- The Department of Education, Culture and Employment (ECE) Income Assistance Program offers a monthly subsidy to cover the cost of renting, power, childcare and food.

Are you aware that damage deposit must be paid prior to moving in? And that the first month's rent due before month's end?

- The damage deposit is \$ 900 and the monthly maximum rent is \$ 1545.00. Based on the income information you provide us with, we calculate a rent subsidy which will reduce this maximum rent amount.

Monthly water, sewage, garbage and fuel expenses are included in your monthly rent. The monthly power bills are subsidized. Are you aware that you are required to pay your portion of the monthly power bill?

- Ndilo Tenants – Are required to sign transfer form and put bill in their name, pay security deposit of \$300.00 to Northland Utilities, and all monthly power bills can be paid through Housing as well as on-line and your bank.

Dettah Tenants – Are required to sign transfer form and put bill in their name. Pay security deposit of \$ 100 to NWT Power Corporation, and all monthly power bills paid to Power Corp.

In both cases Power bill 78% subsidized. Tenants pay 22% of the power expenses.

Are you aware that there is an 11:00 p.m. quiet time which must be abided by? After this time there is to be no rowdy behaviours/visitors, loud music and partying etc.

All tenants are given 3 warnings before their file is brought to the NWT Rental Office to apply for an eviction A Rental Office application can be made for any of the following reasons but not limited to:

- Noise disturbances
- No rent payments
- No power payments
- Tenant damages
- and not reporting monthly income

We recommend that all tenants sign a voluntary payroll deduction form. This will allow your employer to send us rent payments on your behalf.

If you refuse to sign and do not make regular monthly rent payments we will take your file to the NWT Rental Office to apply for an “order to pay”.

Once approved we will send your file to the NWT Housing Corporation where this order will be filed with the NWT Courts to apply for a “wage garnishee” along with a garnishee of your “tax refunds”.

Overview of Public Housing Rent Scale:

As of July 2012 the maximum rent is \$ 1545.00/ month no matter the size of unit you are renting. To determine the amount of rent you pay based on household income please see the following chart.

Rent will be based on the total monthly income of all residents of the household. All sources of gross income will be included in calculating monthly rent.

All households will pay rent based on the following table:

| Monthly Gross Income | Monthly Rent |
|-----------------------------|---------------------|
| < \$ 1,667 | \$ 75 |
| \$ 1,667 - \$ 2,499 | \$ 150 |
| \$ 2,500 - \$ 3,749 | \$ 345 |
| \$ 3,750 - \$ 4,999 | \$ 580 |
| \$ 5,000 - \$ 6,674 | \$ 845 |
| \$ 6,675 - \$ 8,333 | \$ 1,230 |
| \$ 8,334 or More | \$ 1,545 |

Monthly Expenses: Example

| Household Income: | Description: | Amount: | Total: |
|------------------------------|-------------------|---------|--------|
| Payroll OR | Rent | | |
| CCTB & Universal | Power | | |
| Income Assistance | Food | | |
| Student Financial Assistance | Childcare | | |
| Other | Cable | | |
| Total: | Internet | | |
| | Vehicle payment | | |
| | Cell & home phone | | |
| | Other | | |

Rent and Power should be priority.

PLEASE NOTE: If you accumulate rental & power arrears, you will not be eligible for any Public Housing across the NWT including any of the programs offered by the NWT Housing Corporation.

Please list out your actual monthly income to expenses below to determine where you are. This is a good habit to practice as it will help you better manage your monthly finances.

| Household Income: | Description: | Amount: | Total: |
|-------------------|--------------|---------|--------|
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