



YHC requires that priority applicants to the Rent-Geared-to-Income (RGI) program have a support plan in place to help staff support them when they become tenants. This support plan is a broad description of who is supporting the applicant and how. It includes a consent for release of information for YHC staff to contact the appropriate person when the tenancy is at risk. Support plans must be in place for applicants:

- referred from the By-Name List;
prioritized due to their experience of violence; or
prioritized for a medical reason.

Note: This template is provided for convenience. A different format containing the same information will be accepted. Information in SECTION 1 and SECTION 3 are required with the RGI application. SECTION 2 is required by the time of lease signing.

SECTION 1 - required at time of application
Last name, First name, Date of birth (YYYY/MM/DD)
Date of application (YYYY/MM/DD), Expected date of tenancy if known (YYYY/MM/DD), Main supporting agency
Applicant's support person at the agency
Name: Phone:
SECTION 2 - required by the day of lease signing
Supports received from this agency
e.g., this person is supported through FASSY around goals of obtaining and maintaining housing and eviction prevention. This is done through regular meetings with the support team.
OR This person is being supported by the women's centre and is actively working on life skills.
What information should YHC know about how to best support this tenant? (cannot be blank)
What steps should YHC staff take in the event of any issues that may arise with the tenancy? ie: who to contact, when to contact support providers, the best way to contact tenant regarding concerns.

Additional supporting agency		
Applicant's support person at the agency	Name	Phone number
Supports received from this agency		
In case of emergency contact (friend, family member or next of kin)	Name	Phone number
Supports received from friend, family member or next of kin listed above		

SECTION 3 – required at time of application

I, _____, give permission for Yukon Housing Corporation (YHC) to release/exchange information with the agencies and people listed above:

I am aware that I may cancel or amend this consent in writing at any time.

YYYY/MM/DD

Signature

Date

YYYY/MM/DD

Witness

Date

If signing on behalf of the applicant please indicate your legal authority to do so. Provide supporting documents (i.e. Power of Attorney of legal authority).

Legal authority

Phone

Any personal information collected is under the authority of, and in accordance with s.15(c)(i) and s.16(2)(a) of the *Access to Information and Protection of Privacy Act (ATIPPA Act)* for the purpose of determining eligibility for housing from Yukon Housing Corporation per the terms of the Rent-Geared-to-Income program and providing tenants with appropriate support during their tenancy. For questions about the collection of information, call Yukon Housing Corporation's Privacy Office at (867) 667-5712.