



# Ontario Works

## Kenora District Services Board

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### Emergency Rent & Energy Assistance Fund

Through one-time funding, the Emergency Rent and Energy Assistance Fund can help low income tenants to avoid eviction by assisting with energy payments and/or rent arrears.

#### *What is the Emergency Rent & Energy Assistance Fund?*

- The *Emergency Energy Fund* is for low-income tenants who have received a final notice or disconnection notice. The fund can assist with hydro, natural gas, oil and other forms of energy arrears.
- The *Emergency Rent Assistance Fund* is for low-income tenants who have received an eviction notice. The fund can assist with rent arrears.
- The maximum assistance that can be provided to qualified applicants is the equivalent of two (2) months rent arrears.
- Successful applicants will be requested to repay the funds over a reasonable period of time.
- Applicants must demonstrate that arrears are temporary and not chronic and that with assistance in clearing up the outstanding arrears, the applicant will be able to pay future rent and energy costs.
- Funds payable for successful applicants will be made payable directly to the landlord or the energy company, but will be sent to the applicant for delivery.

#### *Who is Eligible?*

- Applicants must be residents of the District of Kenora and at least sixteen (16) years of age.
- Applicants must be in a low to moderate income bracket and qualify through the completion of a needs test.
- Landlords/energy companies must agree to continue the tenancy and/or the energy service with payment of the arrears.
- Applicants must not be subject to any eviction proceedings for reasons other than rent arrears.

- The applicant must indicate their intention to remain in their current accommodation for at least a further twelve (12) month period.

### *How Do You Make Application?*

- An applicant will normally contact their local Ontario Works Office.
- A needs test will be completed to determine if your income and/or assets can or cannot cover the outstanding arrears. (A list of required documents is listed below). Please bring all of the information to your appointment including your eviction/disconnect notice.
- If, after reading this document you would like to make an application, please contact your local Ontario Works office to book an appointment (contact numbers are listed below).
- If you are currently receiving Ontario Works or Ontario Disability Support, please speak to your Case Manager directly to discuss your rent/energy arrears as this may be handled through a different program.

### *Documents Required to Determine Eligibility*

(Please bring documents to application appointment)

- ⇒ *Identification - Birth Certificate or Driver's License*
- ⇒ *Social Insurance Number*
- ⇒ *Income Verification for all family members. (i.e., last 2 pay stubs, Employment Insurance slips, pension slips, support orders, rental income).*
- ⇒ *Asset information for all adult family members. Last bank statement (from all accounts), value of any investments.*
- ⇒ *Debt payment verification. Bring copies of current bills, credit card payments, loan payments, car leases, etc.*
- ⇒ *Utility, gas, oil bills. Disconnect notice, plus last bill.*
- ⇒ *Rent receipt or mortgage documentation, plus Eviction notice.*

*\*Contact Information - Next Page*

**Ontario Works  
(Kenora District Services Board)**

(Office hours for Ignace, Red Lake, Ear Falls, and Pickle Lake are available through the *Programs* link on the KDSB website under Ontario Works)

Community	Phone Number	Location
Kenora	1-807-467-2038	308 2 <sup>nd</sup> Street South, Unit 14
Ear Falls	1-888-767-2038	Spruce Street, Ear Falls 2000 Office
Dryden	223-4442	211 Princess Street, Suite 2
Sioux Lookout	223-4442	59 King Street
Red Lake	1-888-767-2038	232 Howey Street
Pickle Lake	223-4442	6 Anne Street
Ignace	223-4442	312 Pine Street

**Call to Apply During Business Hours  
Monday to Friday  
8:00 am to 4:30 pm**