



Make your rent more affordable

Rental Assistance Program (RAP)

This program provides eligible low-income families with their monthly rent. Full program details available at bchousing.org/RAP

Step 1: Do you qualify for assistance?

You **may be eligible** for the Rental Assistance Program if you meet **all** of the following criteria:

- ➔ You do not receive income or disability help through:
 - the B.C. *Employment and Assistance Act*
 - or the *Employment and Assistance for Persons with Disabilities Act*
- ➔ You have a gross annual household income of \$60,000 or less
- ➔ You have at least one or more **dependent children**:
 - An unmarried child, stepchild, adopted child or legal ward, mainly supported by the applicant
 - Under 19 years of age; or
 - Under 25 years of age and registered in full-time school, university or vocational institute which provides a recognized diploma, certificate, or degree; or
 - Of any age, who because of mental or physical disability is accepted as a dependent as defined by Canada Revenue Agency
- ➔ You have less than \$100,000 in assets
- ➔ You file an annual income tax return
- ➔ You pay more than 30 percent of your gross (before tax) monthly household income towards rent (includes the cost of pad rental)
- ➔ You have lived in BC for the full 12 months before your application

Step 2: How to apply

If you are eligible for rental assistance, you can get an application form in three ways:

1. **Download:** from our website at bchousing.org/RAP
2. **By Mail:** Request the application form by calling 604-433-2218 or 1-800-257-7756
3. **In Person:** Pick up an application at the nearest **BC Housing office**, during office hours.

Step 3: Gather supporting documents

Include supporting documents with your completed application. Please **do not include any original documents**, only copies.

Documents include:

1. Banking Information (void cheque or direct deposit form)
2. Identification and proof of status in Canada
3. Proof of rent
4. Proof of assets
5. Proof of income (tax return or permission for Canada Revenue Agency to share information with BC Housing)
6. Other income documents

Find a document checklist at: bchousing.org/RAP.
All information collected is kept confidential.

Step 4: Submit your application

You can submit your application in the following ways:

- ➔ **Upload:** Scan your documents using our **Program Upload Form** at bchousing.org/PUF.
- ➔ **In Person:** Drop off at BC Housing Office or via mail slot.
- ➔ **By Mail:**
 - 📍 **Rental Assistance Program,**
BC Housing,
101-4555 Kingsway,
Burnaby, BC, V5H 4V8

Once your application has been processed, notification will be sent by mail.

Keep us up to date

Please notify BC Housing immediately of any changes that may affect your application.

- ➔ **Phone:** 604-433-2218
- ➔ **Toll-free:** 1-800-257-7756
8:30 a.m. to 4:30 p.m., Monday to Friday (excluding holidays)

