



NUNAVUT HOUSEHOLD ALLOWANCE (NHA) POLICY

Objective

The Nunavut Household Allowance program (NHA) is a taxable allowance for eligible employees designed to offset some of the costs of owning or renting a home in the territory.

Summary

The NHA is a program for indeterminate and term employees of the Government of Nunavut (GN) and the Legislative Assembly who own a home or are renting a home on the private market, and paying rent at or above the rental rent threshold.

A monthly allowance, paid through the GN payroll system, is available to eligible employees on a per household basis.

Principles

This policy is guided by Inuit Qaujimajatuqangit and Inuit Societal Values. By supporting GN Employees, and through the delivery of GN programs and services, the NHA aligns with the Inuit Societal Value of *Pijitsirniq*; serving and providing for family and/or community. Further, by supporting GN employees who do not have the benefit of living in staff housing, the NHA aligns with the principle of *Inuuqatigiitsiarniq*; respecting others, relationships, and caring for people.

Definitions

The following terms apply in this policy:

Allowance – The set of payments the GN pays to a specific eligible applicant or co-applicants under the NHA.

Applicant – An indeterminate or term employee of the GN or the Legislative Assembly of Nunavut who submits an application for the NHA.

Application – The form(s) submitted by an applicant to enroll in the NHA program.

Co-Applicant – Defined as an “applicant” that is a second resident of a rental unit or owned home, who is included on, or added to, an NHA application.

- A co-applicant must meet all NHA program eligibility requirements.
- If an eligible co-applicant is added to or included on an NHA application, the allowance will be split 50/50 between the applicant and co-applicant.

Principal Residence – The primary location that a person inhabits. An individual can only have one principal residence, even if they own or rent more than one property.

Rental Rate Threshold – Applies to rental units only, and represents the minimum amount an applicant must be paying in rent each month to be eligible to receive the allowance. The rate is determined by the Department of Finance, and will be reviewed periodically.

Retroactive (“retro”) payments – NHA payments that may be provided to an applicant, based on past eligibility for the allowance. Retroactive payments may be available for new applicants, or applicants returning from leave, and are provided in lump-sum, upon application approval.

Update Request – A formal request by an applicant or co-applicant to change information about themselves and/or their housing situation, as it relates to the NHA.

Contribution

Through the NHA, eligible recipients can receive a set monthly allowance, per household. The total allowance rate can be found in the GN Household Allowance Guidelines. The contribution is payable only through GN payroll, and is a taxable benefit.

Eligibility Requirements

- Applicants must be indeterminate or term employees with the GN or the Legislative Assembly of Nunavut.
- Applicants must not be receiving any form of housing subsidy, including subsidized GN or federal staff housing, public housing, or any other housing allowance.
- Applicants must own a home or rent a home at or above the rental rate threshold in Nunavut.
- Applicants must occupy the home or rental unit in Nunavut as their principal residence.

- There may be circumstances that allow for eligibility to the program outside of the requirements set above. For clarity on eligibility, please contact the Department of Finance.

Co-Applicants

In some circumstances, the household allowance may be split between two GN employees sharing accommodation. The total amount of the allowance paid to co-applicants will not exceed the approved NHA amount for any one physical address. The details regarding co-applicants can be found in the *GN Household Allowance Guidelines*.

Leave of Absence

A GN employee on leave may be eligible for continued receipt of the household allowance, or retroactive pay of up to six months upon return to work. Details on eligibility regarding leave can be found in the *GN Household Allowance Guidelines*.

Appeals

Any applicant or recipient wishing to appeal a decision regarding the NHA, may make their appeal in the form of a formal letter to the Deputy Minister of Finance. In making a decision, the Deputy Minister of Finance may consult with other Deputy Ministers, where appropriate. The decision of the Deputy Minister will be considered final.

Applications and Updates

The NHA is **not** an automatic benefit. Employees must apply to receive the allowance and must demonstrate that they meet all program eligibility requirements.

Recipients are responsible for informing the Department of Finance of any change in their housing situation. Failure to submit required updates may result in termination of the allowance and potential claw back of payments through the Department of Finance Payroll Division and possible future applications being declined.

Prerogative of Executive Council

Nothing in this Policy shall in any way be construed to limit the prerogative of the Executive Council to make decisions or take actions regarding the Nunavut Household Allowance, outside the provisions of this Policy.

Sunset

This policy will be effective from the date of signature until April 1, 2024.