



[date]

[name]
[address]
[address]

Dear [name]:

The Ministry of Social Development and Social Innovation appreciates the efforts of relatives to provide a safe and caring home for children when their parents are unable. Please note that the ministry has reviewed the eligibility of [name of child] for Child in Home of a Relative (CIHR) assistance.

The ministry provides assistance for CIHR when all eligibility criteria under section 6 of the Employment and Assistance Regulation (as it existed on March 31, 2010), and the new Child in the Home of a Relative Program Transition Regulation, are met. The criteria require that:

- The child resides in the relative's home;
- The child's parent placed the child with the relative;
- The child's parent does not reside with the relative;
- The Ministry of Children and Family Development (MCFD) determines there is no evidence of risk to the child in the home;
- The relative with whom the child resides has not entered into an agreement under section 8 of the *Child, Family and Community Service Act* in relation to the child; and
- The relative with whom the child resides, or the parent of the child, provides accurate and complete information regarding all persons aged 18 or over living in the home.

After reviewing all relevant information regarding the child, we regret to inform you that the ministry has determined that the child is no longer eligible for CIHR assistance for the following reason(s): [worker to delete non applicable bullets]

- The person with whom the child resides is not a relative of the child.
- The child does not reside in the relative's home.
- The child's parent did not place the child with the relative.
- The child's parent resides with the relative.
- The relative has entered into an agreement under section 8 of the *Child, Family and Community Service Act* in relation to the child.

The Ministry of Social Development and Social Innovation operates under the authority of the *Employment and Assistance Act* and Regulation, and the *Employment and Assistance for Persons with Disabilities Act* and Regulation.

- The relative or the parent of the child has not provided accurate and complete information to the Minister.
- The relative or the parent of the child has not provided all of the authorizations requested by the Minister under section 4.4 or 34.1 of the Employment and Assistance Regulation as it existed on March 31, 2010, and/or as authorized by the Child in the Home of a Relative Program Transition Regulation, within the time, if any, specified by the Minister.
- The relative or the parent of the child has not provided the form required by the Minister under section 34.1(2)(a) of the Employment and Assistance Regulation as it existed on March 31, 2010, within the time specified by the Minister.
- The relative or the parent of the child has not attended at the ministry office in person when required to do so by the Minister under section 34.1(2)(c) of the Employment and Assistance Regulation as it existed on March 31, 2010.

You did not meet the legislative criteria for receiving CIHR assistance for the reason(s) identified above:

[Specify the substantive reasons why the person did not meet the legislative criteria (criterion) for receiving CIHR assistance. State the circumstances/facts that the person presented or failed to present that you relied on to determine ineligibility.]

If you are dissatisfied with this decision, you or another person on behalf of the child has the right to ask the ministry to reconsider its decision. To initiate this process, the Request for Reconsideration form must be submitted within 20 business days from the day you receive this letter. You can get this form, and all information that we considered to make this decision, from your Employment and Assistance office, or by phoning 1-866-866-0800 or [office number]. We have enclosed the Reconsideration and Appeal brochure to give you more information about the reconsideration process.

If you meet the definition of a parent, which includes legal guardians and persons with legal custody, and all other eligibility criteria, you may apply for income assistance with the child as your dependent. Other supports may be available through MCFD. For more information or for help finding the phone number of your local MCFD office, please call 250-387-7027 in Victoria or toll-free, 1-877-387-7027, from anywhere in British Columbia.

Sincerely,

Ministry Worker

HR3209 (13/09/25)

Enclosure(s)