

Please note:  
If your program is not checked, this Program Instruction is not applicable to your project(s)

- Public Housing
- ✓ Provincial Reform Housing Programs
- Municipal Non-Profit Housing Programs
- Federal Unilateral Housing Programs
- Rent Supplement - Commercial
- Rent Supplement - OCHAP & CSHP
- Rent Supplement Homelessness

---

**Subject** 2004 Interim Budget Estimates

**Authority** Section 104, Section 105 and Section 107 of the *Social Housing Reform Act*

**Effective Date** 2004 Fiscal Year

**Summary** The Act requires prescribed housing providers to determine subsidy estimates before the beginning of their fiscal year.

**Background** Under the *Social Housing Reform Act* the Minister of Municipal Affairs and Housing (Ministry) shall determine benchmark revenue, operating costs and affordable mortgage payment. Until final benchmarks are determined, interim benchmarks will continue to be calculated using Unit Rent Factors (URFs), Rent Inflation Factors, Cost Factors and Inflation Factors

## Procedure

The Ministry has set the 2004 Rent Inflation Factor, Cost Factors and Inflation Factors as follows:

Non-Profit Housing Providers:

- Cost Factor 3.02%
- Unit Rent Factors (URF) have not yet been published. However, in recent years, the URF have increased by the Tenant Protection Act guideline amount. The 2003 guideline is 2.9%.

Co-operative Housing Providers:

- Rent Inflation Factor 2.9%
- Inflation Factor 1.72% on Adjusted Operating Costs
- Cost Factor 3.02% on Capital Reserve Fund

## Action Required

Prescribed housing providers are required to submit their 2004 estimates to the Regional Municipality of York, 90 days before the start of their fiscal year.

An estimate package will be sent to each provider 5 months prior to the start of the 2004 fiscal year. Any estimates received prior to notification of the URFs, Inflation and Cost Factors will be adjusted by the Region. The Region will recast all estimates into the new funding model.

Please contact your Program Co-ordinator if you have any questions.

Sylvia Patterson  
Director  
Housing and Residential Services Division  
Community Services and Housing Department