

## HOUSING PROVIDER CAPITAL REPAIR FUNDING APPLICATION

York Region offers several programs to community housing providers to help fund capital repairs. This application will be used by the Region to assess housing provider eligibility and repair needs under multi-year federal/provincial programs, as well as to assess interest in participating in the Region's Additional Subsidy and Secured Loan Program.

### Canada-Ontario Community Housing Initiative (COCHI) and Ontario Priorities Housing Initiative (OPHI)

COCHI and OPHI are federally/provincially funded programs designed to address local housing priorities, including renovation and/or rehabilitation of community housing units.

A maximum of \$50,000 per unit is available as a forgivable loan for repairs and rehabilitation to bring properties to an acceptable standard while improving health and safety, accessibility and/or energy efficiency. The loan is not repayable provided housing providers meet a 10-year affordability period after the completion of the funded work, including a minimum of five years during which they will continue to operate as social housing under the Housing Services Act, 2011. Following the five-year period, housing providers must maintain a weighted average rent for the building/project at or below 80% of the Canada Mortgage and Housing Corporation Average Market Rent for the applicable local municipality. The affordability requirement applies regardless of any operating agreements or mortgage obligations or agreements between the Region and the housing provider.

Additional information can be found in the [COCHI/OPHI Application Guide](#).

### York Region Additional Subsidy and Secured Loan Program

The Additional Subsidy and Secured Loan Program and provides funding for housing provider capital repairs through repayable additional subsidies or secured loans.

If approved, funding of \$500,000 or more is provided through a secured loan registered on title. Loans are interest bearing with rates set in consultation with the Region's Finance Department. Loans are non-performing, and no principal or interest repayment is required until maturity of the housing provider's original mortgage. Participating housing providers are required to hold 75% of any annual surplus in a separate account for future repayment.

Funding up to \$499,999 is provided as an additional subsidy, which is repayable by the housing provider. Additional subsidy is non-interest bearing and subject to availability of funds in the approved Regional budget, to be repaid by recovering 75% of the annual operating surplus generated by the housing provider. This includes the Region's 50% share and 50% of the housing provider's share.

Housing providers participating in the program must comply with all housing program obligations and reporting requirements until all funds have been repaid.

The Region will follow-up with providers interested in a loan for financial and project evaluation.

## SUBMISSION INSTRUCTIONS

**APPLICATION CLOSE:** July 22, 2022 by 4:30 p.m.

**SUBMIT APPLICATIONS TO:** housingproviderinfo@york.ca  
Include subject line "Housing Provider Capital Repair Funding Application"

**APPLICATION FORMAT:** Please submit initialed, signed and scanned applications and supporting documents in PDF format

York Region will use the same scoring matrix for all applications. Only completed applications submitted will be considered. Late applications will not be accepted.

## SECTION 1 – HOUSING PROVIDER INFORMATION

Housing Provider Legal Name

### BUILDING ADDRESS:

Street number

Street name

City/Town

Postal code

### BUILDING TYPE:

Apartment

Townhouse

# of units in building

### CONTACT:

Name

Title

Phone number

Email

## SECTION 1 cont.

### 1. Financials:

a. Current Capital Replacement Reserve Fund Balance

\$ \_\_\_\_\_ as of \_\_\_\_\_

b. Current Accumulated Surplus Balance

\$ \_\_\_\_\_ as of \_\_\_\_\_

### 2. Capital Repair Funding Programs

Please indicate the funding program to which you are applying. If applicable, select both programs.

#### **Canada-Ontario Community Housing Initiative (COCHI)/Ontario Priorities Housing Initiative (OPHI) – Ontario Renovates**

COCHI/OPHI funding is provided in the form of forgivable loans for a specific funding year, pending confirmation of available federal/provincial funding.

#### **Additional Subsidy and Secured Loan**

Housing providers are encouraged to consider the Region's Additional Subsidy and Secured Loan programs if the provider does not have the financial capacity to complete needed capital repairs, or the need exceeds available COCHI/OPHI funding and the provider does not have funds available to cover the remaining costs. The Region will follow-up with providers interested in a loan for financial and project evaluation.

### 3. Other:

a. Does the Corporation agree to follow a competitive process for procurement of project materials and services as required by the Region?

Yes          No

b. Would the Corporation consider bulk tendering if applicable?

Yes          No

c. Does the Corporation agree to enter into an Agreement with the Region prior to receiving funding, if approved?

Yes          No

## SECTION 2 – PROPOSED PROJECTS

1. Provide itemized professional estimate of costs associated with the project (available capital plan, tender or documents, quotes, etc.). List projects in order of priority.

Proposed Projects in Order of Priority	Estimated Cost (\$ Excluding HST	Anticipated Start Date	Anticipated Completion Date	Supporting Documentation Attached
1.				Vendor Quotes Other (asset planner, consultant report, etc.)
2.				Vendor Quotes Other (asset planner, consultant report, etc.)
3.				Vendor Quotes Other (asset planner, consultant report, etc.)
4.				Vendor Quotes Other (asset planner, consultant report, etc.)
5.				Vendor Quotes Other (asset planner, consultant report, etc.)
6.				Vendor Quotes Other (asset planner, consultant report, etc.)
7.				Vendor Quotes Other (asset planner, consultant report, etc.)
8.				Vendor Quotes Other (asset planner, consultant report, etc.)
<b>Subtotal</b>				
<b>Contingency (10%)</b>				
<b>TOTAL \$</b>				

If the application consists of more than one project, please complete a separate SECTION 3 – PROJECT DETAILS for each of the projects identified above.





# HOUSING PROVIDER CAPITAL REPAIR FUNDING Application Form

## PROJECT SCOPE AND VALUE

This section will be scored out of 10 with a weighted value of 35 points.

For COCHI/OPHI applications, the Region will consider any previously awarded capital repair funding, including the Social Housing Electricity Efficiency Program (SHEEP), Social Housing Improvement Program (SHIP), Social Housing Apartment Improvement Program (SHAIP), COCHI or OPHI.

1. Identify the full scope and impact of the project on residents and how the recommended project will positively affect the building's overall infrastructure/operations.

2. Where possible, provide a description of the anticipated return on investment demonstrating how project savings will pay back the capital investment. Cost should show value and be demonstrated through competitive quotes from vendors or consultant reports. If project incentives are available, provide an estimate of anticipated incentive amounts and their source.

## PROJECT EXECUTION AND TIMEFRAME

This section will be scored out of 10 with a weighted value of 10 points:

1. Identify project timeframes including critical milestones and key time stressors, and include dates for tendering, award of contract, construction start, construction end, project completion and warranty period if available.

2. Do you require project management support services from the Region for this project?

Yes – The Region will provide project management support for projects funded through COCHI/OPHI and the Additional Subsidy and Secured Loan Program. Support will be available to housing providers from project initiation to project closeout.

No – If not requesting project management support, housing providers **must attach** a Project Management Plan that identifies critical processes map (e.g., timeline for the project, Gantt chart, etc.) of the project and, where available, a detailed breakdown of the project management team including experience of each team member. Exemptions for Regional project management support may be considered where the housing provider can provide proof of adequate alternate arrangements such as a professional project management team. The submission for an exemption must be clearly identified in the housing provider application and supported through documentation. The Region will have discretion to grant or deny this exemption.

**By signing this application, I agree on behalf of the Corporation to enter into an Agreement with the Regional Municipality of York prior to receiving funding, including complying with the applicable program guidelines.**

Completed by:

Name

Title

Signature

Date (mm/dd/yy)

**This Housing Provider Capital Repair Funding application was approved by the Board of Directors:**

Name

Title

Signature

Date (mm/dd/yy)