

EOI-2-10-19

THE DEVELOPMENT OF AFFORDABLE RENTAL HOUSING

EOI-2-10-19

ISSUED BY SASKATCHEWAN HOUSING CORPORATION

ISSUE DATE October 01, 2019

SUBMISSION DEADLINE November 15, 2019

PUBLIC DISCLOSURE

Information submitted to Saskatchewan Housing Corporation (SHC) by the sponsor may be disclosed in accordance with *The Freedom of Information and Protection of Privacy Act* of Saskatchewan.

TABLE OF CONTENTS

1. INTRODUCTION

2. ELIGIBILITY CRITERIA

- 2.1 Project/ Unit Details
- 2.2 Sponsors
- 2.3 Tenant Income
- 2.4 Rent Levels
- 2.5 Support Services
- 2.6 Need and Demand

3. PROPOSAL EVALUATION

4. HOW TO APPLY

5. APPLICATION FORMS

- 5.1 Declaration
- 5.2 Sponsor Background
- 5.3 Brief Project Summary
- 5.4 Sponsor Project Development And Property Management Experience
- 5.5 Partnerships
- 5.6 Need and Demand
- 5.7 Support Services
- 5.8 Operating Budget Estimates
- 5.9 Household Affordability
- 5.10 Project Description
- 5.11 Capital Cost Budget Estimate
- 5.12 Sources of Capital Funding

1. INTRODUCTION

Saskatchewan Housing Corporation's (SHC) Request for Expressions of Interest (EOI) seeks innovative and effective solutions/projects to address current and upcoming affordable rental housing gaps in communities and regions throughout Saskatchewan.

Sponsors submitting an EOI are encouraged to explore partnerships and examine innovative funding options to maximize the number of units that can be developed, support proposed households with programs or services, encourage skills development in the construction trades and ensure the long-term financial viability of proposed projects.

SHC encourages a skills development or apprenticeship component throughout the construction of the project. Sponsors should clearly indicate any apprenticeship programs or initiatives during the project's construction.

Capital funding is currently available in southern communities with populations over 5,000 with demonstrated need and northern communities with demonstrated need.

Eligible sponsors should carefully consider the proposed community or region's need for rental units, the demand for this type of housing, the availability and appropriateness of existing housing options and the long-term viability of the proposed project.

Sponsor applications are part of a competitive selection process undertaken by SHC to ensure the most appropriate, financially viable, cost-effective projects focusing on provincial priorities receive funding. Complete proposals submitted by eligible sponsors for projects in communities with demonstrated need may be invited to complete a full application. All costs incurred by the sponsor in developing their proposals are the sole responsibility of the sponsor.

SHC will fund the minimum amount that a successful project needs to achieve affordability and financial viability.

Funding will support provincial government priority households as identified within the *Mental Health and Addictions Action Plan*, the *Saskatchewan Disability Strategy*, the *Poverty Reduction Strategy* and *A Strong Foundation - The Housing Strategy for Saskatchewan*.

2. ELIGIBILITY CRITERIA

2.1 Project/Unit Details

- The proposed housing units must reflect modest residential accommodation and facilities, and can include common areas required by households and service providers. The project must be:
 - a minimum of four housing units;
 - located off-reserve; and
 - foster independent living and comply with *The Residential Tenancies Act, 2006*.
- Examples of ineligible projects under this program include: secondary suites, building camps, group homes, nursing homes, special care homes and life lease units.
- Acquisition of existing buildings is encouraged in communities with an above balanced market vacancy. New construction and conversion of non-residential accommodation will be considered where appropriate units are not available.
- If possible, units are to incorporate barrier-free and universal design elements. Additional information on universal design is available at <https://www.cmhc-schl.gc.ca/en/developing-and-renovating/accessible-adaptable-housing/universal-design-in-new-housing>

2.2 Sponsors

- Eligible sponsors include but are not limited to the community housing sector (e.g. non-profit housing organizations and rental co-operatives); municipal governments and their agencies; Indigenous governments and organizations (including First Nations Bands, Tribal Councils and Métis organizations); and private entrepreneur/builder/developers.
- Sponsors must be registered in Saskatchewan, and in good standing with SHC.

2.3 Tenant Income

- Tenants' total household income must fall under Saskatchewan Household Income Maximums (SHIM)-Low at time of application.
- SHIM-Low effective July 1, 2019 is:

One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
\$37,000	\$45,000	\$55,500	\$66,500

Careful consideration must be given to actual incomes of the intended tenants and the rental rates affordable to those incomes. "Hard-to-house" households typically do not reach the limits of SHIM-Low.

2.4 Rent Levels

Rent levels must be:

- affordable to targeted households based on their actual and known incomes; or
- fall under the combination of Saskatchewan Income Support (SIS) and other eligible housing benefits.

2.5 Support Services

- Sponsors will provide support services as required by households to access and maintain their occupancy in the housing unit. For example, support services may be those required by persons with physical disabilities, mental illness, addictions, behavioral challenges or a number of issues concurrently.
- Sponsors must clearly demonstrate what supports or services are needed by the proposed households and how those supports and services will be funded/provided.

2.6 Need and Demand

- Evidence of need and demand must accompany each proposal.
- Primary and most important sources of need and demand are wait lists, then identified need in community housing plans, local surveys, population health data, CMHC data and Statistics Canada data.
- Please contact SHC well before the closing date if requiring assistance to access appropriate information.

3. PROPOSAL EVALUATION:

- Proposal prioritization and resultant funding is subject to funding availability.
- SHC intends to evaluate proposals based on the criteria set out in this application form in order to select the proposal that provides the most appropriate value, as determined by SHC in its sole discretion.

4. HOW TO APPLY:

- The EOI must be received no later than **November 15, 2019 at 17:00.**
- Digital emailed copies are required. Only information delivered via RDP@gov.sk.ca will be considered.
- Sponsor is to include in their EOI submission a cover letter (maximum 2 pages), the completed EOI application form (Section 5.0) and any other additional information that may include but is not limited to:
 - Accessible or universally designed units;
 - Partnerships; and
 - Environmental sustainability.

Incomplete Applications may not be considered.

5. APPLICATION FORMS

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Sponsor

Project community

5.1 DECLARATION

SHC may request clarification or additional information.

I have read and understand the terms of The Development of Affordable Rental Housing application. All information, to the best of my ability, has been provided and is accurate.

Dated this _____ day of _____, 20__.

Organization: _____

Per: _____

(c/s)

Per: _____

5.2 SPONSOR BACKGROUND

Organization name: _____

Mailing address: _____

Civic address: _____

Municipality: _____

Province: _____

Postal Code: _____

Primary Contact: _____

Title: _____

Phone Number: _____

Email: _____

- Organization type:
- Municipality
 - Private corporation
 - Co-operative
 - First Nations Band
 - Non-profit corporation
 - Other
 - Management Body

Is the organization incorporated:

- Yes
- No
- Pending

5.3 BRIEF PROJECT SUMMARY

Example: Acquisition and renovation of a duplex in Regina to house six individuals recovering from chronic addictions. Supports to be provided by XYZ organization who has operating funding confirmed from ABC. Other partnerships include MNO and PQR. Total project cost is estimated to be \$XX with \$XX requested from SHC. Evidence of Need and Demand is provided in the form of wait lists and referrals from XYZ.

5.4 SPONSOR PROJECT DEVELOPMENT AND PROPERTY MANAGEMENT EXPERIENCE

- Have you built or fully renovated other housing projects? Yes No
- Do you currently own or manage other housing projects? Yes No
- Have you previously developed a housing project with SHC? Yes No

If you answered “yes” to any of the three questions above, please describe your housing experience in detail. Identify all properties that apply. Attach extra pages as needed.

Project name: _____

Address: _____

Household type served: _____

Number of units: _____

- Check all that apply:
- Have owned this project since _____
 - Have managed this project since _____
 - Constructed this project
 - Fully renovated this project
 - Consulted on the development of this project

Project name: _____

Address: _____

Household type served: _____

Number of units: _____

- Check all that apply:
- Have owned this project since _____
 - Have managed this project since _____
 - Constructed this project
 - Fully renovated this project
 - Consulted on the development of this project

5.5 PARTNERSHIPS

Please identify any current partnerships (for example, municipal, financial, support service, operating or construction) and attach evidence of these partnerships.

5.6 NEED AND DEMAND

Sponsors must carefully consider the proposed community’s need for rental units, the demand for this type of housing, the availability and appropriateness of existing housing options, and the long-term viability of the proposed project.

- Please provide any available data that supports your project. For example, community plans, affordable housing strategies, reviews of availability or affordability in your area, or other needs/demographic assessment data such as Stats Canada, CMHC Rental Market data, Population Health data.
- Please provide updated wait lists for your proposed project in the following format:

Household #	Targeted Household Make-Up	Approx. Monthly Gross Income (all sources)	Sources of Income (e.g. SAID, SAP, OAS, GIS, SIS)	Current Living Arrangements (e.g. house, apartment, rooming house, couch-surfing, shelter)	Difficulties experienced in acquiring and maintaining suitable housing (e.g. mental health challenges, physical disability, addictions)
Example	1 Senior, 1 adult, 2 kids	\$1200	OAS, SAID, p/t work	Sharing house with another family	Mental illness in adult, minor physical impairment in senior, child with trauma
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					

Do not provide individual or household names.

Comments:

5.7 SUPPORT SERVICES

Using the waitlist chart for targeted households in Form **5.6 Need and Demand**, indicate associated household characteristics (check all that apply).

- | | | |
|--|---|---------------------------------|
| <input type="checkbox"/> Physical disability | <input type="checkbox"/> Cognitive disability | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Addiction | <input type="checkbox"/> Mental illness | <input type="checkbox"/> Other: |
| <input type="checkbox"/> Behavioural issue | <input type="checkbox"/> Other: | <input type="checkbox"/> Other: |

Identify the specific support services your households **require** in order to remain stably housed:

How is your organization providing these support services and where is the funding coming from?

a) External Support Services:

b) Internal Service Provision:

c) Funding for Support Services:

d) Experience of organization in support service provision:

e) Is your organization currently supplying these support services?

5.8 OPERATING BUDGET ESTIMATES

Bedroom Type	Number of Units	Proposed Rental Rate	Monthly Revenue	Annual Revenue
E.g. Bachelor, 1-bedroom				
Other:				
Other:				
Total:				

Cost Item	Cost per Unit per Month	Annual Total Cost Estimate
Revenues		
Rent revenue:		
LESS bad debt expense/vacancy loss:		
Total Revenues		
Utilities e.g. water, heat, electricity		
Total:		
Operating e.g. janitorial, insurance, snow removal		
Total:		
Maintenance e.g. interior, exterior, appliances		
Total:		
Maintenance and Improvement Reserve		
Total:		
Administration e.g. staffing, audit fees		
Total:		
Property taxes:		
Total Expenses		
Net cash flow income (loss)		
Mortgage payments — principal + interest		
Net Operating Cash Flow		

5.9 HOUSEHOLD AFFORDABILITY

	Example: individual in Rooming House in Saskatoon	Bachelor/ Rooming House	1 Bedroom	2 Bedroom	3+ Bedroom
Rent	500				
Heating/Utility Cost	75				
Total Expenses	575				
Sask. Assistance Program (SAP) shelter + utilities					
Saskatchewan Income Support (SIS)	575				
30% employment earnings					
Total Income	575				
Rent & Utilities less Income	100				

5.10 PROJECT DESCRIPTION

Unit Type	# of Units	# of Bedrooms	# Barrier Free Units	# Accessible Units	Average Square Foot
Single Detached					
Duplex					
Townhouse/Row House					
Low Rise Apartment					
High Rise Apartment					
Rooming House					
Other					

Will the proposed project comply with *The Residential Tenancies Act, 2006*? Check one:

- Yes No Exemption

Delivery Method

- New construction Conversion from non-residential to residential Acquisition

5.11 CAPITAL COST BUDGET ESTIMATE

	Estimated Cost
Property e.g. acquisition cost for land or existing dwelling	
Total:	
Building e.g. building/Renovation Contract, contingency	
Total:	
Site: e.g. site work, landscaping	
Total:	
Administration e.g. consultant fees, land taxes, audits	
Total:	
Sales Tax	
PST paid	
GST paid	
Less GST rebate	
Net Sales Tax Paid	
Total	
Interest during construction	
Total Cost	
Average Unit Cost	
Average Cost per Square Foot	

5.12 SOURCES OF CAPITAL FUNDING

List all funding sources, such as financing and grants, whether confirmed or unconfirmed.

Total from Form 5.11 Capital Cost Budget Estimate:

Capital Funding:	Provided By:	Value:
Sponsor equity/cash	_____	_____
Sponsor land value*	_____	_____
Mortgage financing	_____	_____
Municipal funding	_____	_____
Other: _____	_____	_____
Other: _____	_____	_____
Forgivable loan	SHC	_____

Total Sources of Capital