

Affordable Housing Development Expression of Interest

About

Saskatchewan Housing Corporation (SHC) is seeking proposals for:

- the development of affordable rental housing from organizations with expertise in managing rental housing projects and/or providing support services for hard-to-house households; and
- the development or repair of emergency shelters specifically intended for victims of domestic violence.

Development projects may be new construction, conversion, or acquisition and renovation.

Two or more organizations may form a partnership and submit a joint proposal.

Projects must target tenants with annual before-tax household incomes within the income limits established by SHC.

Preference will be given to projects that:

- Align with provincial strategies and action plans;
- Create affordable housing for people who have the greatest difficulty obtaining or maintaining suitable, adequate, or affordable housing;
- Include support services for tenants, and/or barrier-free and accessible units;
- Maximize government funding;
- Come from applicants with demonstrated capacity; and
- Are located in communities with populations over 5,000, communities within the Northern Administration District, or in communities with

Eligibility

Organizations eligible to apply are incorporated in Saskatchewan and in good standing with SHC.

SHC will evaluate all Expressions of Interests (EOI) submitted by the application deadline. Only successful applicants will be invited to complete a full application.



Funding

Funding is available under two programs (see page two for more details):

- Rental Development Program (RDP)
- Shelter Enhancement Program (SEP)

Community-based service providers may also apply for partnership opportunities that use existing SHC-owned housing units to house clients who require support services. Please contact Chris Grosy at 306-787-7084 or chris.grosy@gov.sk.ca for more information.

Send completed proposal by 5 p.m.
on January 30, 2023 to:

Email: EOI@gov.sk.ca

Digital emailed copies are required.

Contact 1-866-245-5758 for more
information.

Program Requirements

	Rental Development Program (RDP)	Shelter Enhancement Program (SEP)															
Program Detail	Supports the development of affordable rental housing units in Saskatchewan through new construction or acquisition and renovation.	Supports the construction or repair of emergency shelters specifically for victims of domestic violence.															
Funding Amount	Capital funding of up to 70 per cent of the total project cost.	Capital funding of up to 100 per cent of the total project cost.															
Support Services Requirements	Targeted support services must be available to the tenants, either in-house or through partnership with service providers. In the absence of support services, the housing must be fully barrier-free.	Shelters expected to continue providing support services to existing clients.															
Tenant Income Requirements	<p>The incomes of RDP tenants must fall under the Saskatchewan Household Income Maximums (SHIM)-Low. The SHIM-Low as of July 1, 2022 is:</p> <table border="1"> <thead> <tr> <th></th> <th>One-Bedroom</th> <th>Two-Bedroom</th> <th>Three-Bedroom</th> <th>Four-Bedroom</th> </tr> </thead> <tbody> <tr> <td>Disability</td> <td>\$43,700</td> <td>\$54,600</td> <td>\$65,600</td> <td>\$77,100</td> </tr> <tr> <td>No Disability</td> <td>\$38,000</td> <td>\$47,500</td> <td>\$57,000</td> <td>\$67,000</td> </tr> </tbody> </table> <p>Careful consideration must be given to actual incomes of the intended tenants and the rental rates affordable to those incomes. Typically, hard-to-house households do not reach the limits of SHIM-Low.</p> <p>SEP clients are not required to be income-tested.</p>			One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom	Disability	\$43,700	\$54,600	\$65,600	\$77,100	No Disability	\$38,000	\$47,500	\$57,000	\$67,000
	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom													
Disability	\$43,700	\$54,600	\$65,600	\$77,100													
No Disability	\$38,000	\$47,500	\$57,000	\$67,000													
Unit Requirements	A minimum of four units must be included in the project. A bedroom may be considered a unit if it is being leased separately.	Not applicable.															
Rent Level Requirements	Rent levels must be affordable to targeted households based on their actual and known incomes <u>or</u> be attainable under the combination of Saskatchewan Income Support (SIS) and other eligible housing benefits.	Not applicable.															
Other Requirements	<p>The projects must be located off-reserve, and each unit must foster independent living and comply with <i>The Residential Tenancies Act, 2006</i>.</p> <p>SHC's priorities are southern communities with populations over 5,000 with demonstrated need, and northern communities with demonstrated need.</p>	The projects must be located off-reserve.															
Conditional Approval	The conditional approval of any EOI under the RDP depends on the availability of funding.	The conditional approval depends on the availability of funding and proof of established operating funding.															

Proposal Guidelines

Submit the attached *Declaration and Consent* and *Conflict of Interest* declarations, along with a three-page proposal that includes the following information:

Organizational Information:

- Contact information
- Capacity and experience developing and operating housing

Project Details:

- Physical characteristics of the proposed project, including:
 - Type of housing (apartments, duplex, townhouses, etc.) and number of units
 - Number of bedrooms per unit
 - Accessibility features
 - Land readiness, zoning, and ownership
- Demographics of the targeted tenant, including estimated income levels
- Support services to be provided
- Partnerships with other service or housing agencies (if applicable)
- Preliminary development timeline

Need/Demand:

- Community where the project will be located
- Evidence of need and demand for the project (e.g. vacancy rates, waitlists, housing market trends, existing housing options, community profiles, local surveys and community plans)
- Alignment with government priorities identified in *The Mental Health and Addictions Action Plan*, *The Saskatchewan Disability Strategy*, or *The Poverty Reduction Strategy*

Budget and Funding:

- Details on the financial viability of the project
- Estimated budget, including:
 - Capital and operating expenses
 - Funding external to SHC, including funding for support services
 - Revenue, including information on rent levels and affordability for targeted tenants
- Funding amount requested from SHC, and the funding program being applied for (RDP or SEP)

Appendices, if available:

- Preliminary technical drawings
- Service provision agreements or memoranda of understanding with project partners
- Evidence of environmental sustainability
- Annual report

Declaration and Consent

The applicant understands and consents that SHC and its affiliates may collect, use, investigate, or disclose any information provided by the applicant for any purposes SHC deems necessary, including but not limited to:

- Eligibility
- Verification
- Evaluation
- Auditing
- Research and analysis

The applicant understands and agrees that:

- Any work carried out before receiving written confirmation from SHC of funding approval is not eligible for funding.
- SHC or its affiliates may conduct inspections of the project at any time.
- The information in this application will be retained and disposed of in accordance with *The Archives Act* of the Province of Saskatchewan.
- Approval and funding are at SHC's sole and absolute discretion. Nothing herein obligates SHC to approve or provide funding.
- Further obligations, including entering into an agreement with SHC, may be required.

The applicant declares that all the information in this application is true and complete and that they have read and understood its terms.

Signature: _____ Title: _____

Dated this _____ day of _____, 20 _____

Organization/Name: _____

Conflict of Interest

The organization agrees to have a Conflict of Interest Identification Statement in place from the time an application is submitted for the project until the end of the project's forgiveness period as outlined in SHC's agreements.

This Conflict of Interest Identification Statement applies to all persons holding positions of responsibility and trust on behalf of the organization including, but not limited to, the organization and its directors, officers, employees, agents, affiliate(s) ("**organization's representatives**"). The organization agrees to abide by the conditions below and ensure all the organization's representatives follow these conditions as a condition of employment or engagement through the organization.

SHC, at its sole discretion, may disqualify an organization and the organization's proposal if SHC determines that a real, perceived, or potential conflict of interest exists.

For the purpose of the Conflict of Interest Identification Statement:

- A "**closely-connected person**" includes, but is not limited to a spouse, dependant, or other family member.
- A "**conflict of interest**" means any business, professional, personal, or other interest ("any interest"), including, but not limited to any service or commitments made by the organization or the organization's representatives that would conflict in any manner or degree with the performance of the organization's obligations under SHC agreements. Conflict of interest includes any bias in the exercise of the organization or organization's representatives' duties or office and the use of their official position to further any interest of the organization or a closely connected person.

Conflict of Interest Identification Statement

(I) _____ or (We) _____ understand and agree that the Saskatchewan Housing Corporation (SHC) as the funding agency of the Request for Expression of Interest will consider a Conflict of Interest Identification Statement to exist between the organization and all of its organizations, partners, officers, employees, agents, or any other entity acting as a project developer, general contractor, architect, engineer, lawyer, accountant, or any other entity involved with the project development and operating team (“**team**”), including any involved with the project.

The following situations are examples of circumstances in which SHC would consider a conflict of interest to exist:

- When there is any financial benefit to the organization, organization’s representatives, the project development and operating team or any closely connected person to the organization, organization’s representatives, or the project development and operating team. For clarity, such financial interests include any monetary benefit or gain or a monetary loss or adverse impact, whether direct or indirect, real or potential;
- When one or more of the organization, organization’s representatives, the project development and operating team, or persons closely connected to the organization, organization’s representatives, or the project development and operating team is also an agent, officer, director, shareholder or partner of the project development and operating team;
- When any organization, organization’s representatives, project development and operating team, or persons closely connected to the organization, organization’s representatives, or project development and operating team has any financial benefit whatsoever in the project development and operating team;
- When any of the project development and operating team advances any funds to the organization, other than an interim lender advancing funds to enable the organization to pay for construction and other project costs;
- When any of the project development and operating team provides and pays on behalf of the organization for any project costs;
- When the project development and operating team owns stock or any other financial instrument or currency in the organization as part of the consideration to be paid them;
- When there exists or comes into being any written or verbal side deals, agreements, contracts, or undertakings entered into, which creates or may create a conflict of interest as set forth above.

Dated this _____ day of _____, 20 _____

Organization/Name: _____