

Request for Expression of Interest (EOI) Affordable Housing Development

About

Saskatchewan Housing Corporation (SHC) is seeking proposals for:

- the development of affordable rental units in northern Saskatchewan from organizations with expertise in developing and managing rental housing projects for hard-to-house households (households that have difficulty obtaining or maintaining stable housing because of disability, addictions or mental health conditions).

Projects may be new construction, conversion, or acquisition and renovation.

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

Rental clients must have gross annual household income 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 with the greatest difficulty obtaining or maintaining suitable, adequate, and affordable housing;
- Maximize government funding; and
- Come from applicants with demonstrated development and operating capacity.

Send completed proposal
by 5 p.m. on February 29, 2024 to:

Email: EOI.SHC@gov.sk.ca

Digital emailed copies are required.

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



Eligibility

Organizations are eligible to apply if they are:

- Incorporated in Saskatchewan; and
- In good standing with SHC.

Projects are eligible if they are:

- Located in the Northern Saskatchewan Administration District (NSAD);
- Meant as affordable housing for low-income households; and
- Providing support services or barrier-free units to the tenants.

SHC will evaluate all EOIs submitted by the application deadline. Only successful applicants will be invited to complete a full application.

Funding

Funding is available through the Rental Development Program (RDP).

Program Requirements

RENTAL DEVELOPMENT PROGRAM (RDP)					
Program Detail	Supports the development of affordable rental housing units in Saskatchewan through new construction or acquisition and renovation.				
Funding Amount	Capital funding of up to 70 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 external service providers. In the absence of support services, the units must be fully barrier-free.				
Tenant Income Requirements	The incomes of the tenants must be under the Saskatchewan Household Income Maximums (SHIM) - Low. The SHIM-Low as of July 1, 2023 is:				
		One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
	Disability	\$46,600	\$57,000	\$68,400	\$89,100
	No Disability	\$40,500	\$50,000	\$59,500	\$77,500
	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.				
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.				
Rent Level Requirements	Rent levels must be under 30 per cent of the SHIMs outlined above.				
	In addition, rent levels must be affordable to targeted households based on their actual and known incomes or be attainable under the combination of: <ul style="list-style-type: none"> • Saskatchewan Income Support (SIS); or • Saskatchewan Assured Income for Disability (SAID); and/or • Other eligible housing benefits. 				
Geographic Requirements	This Request for EOI is targeted towards projects located in communities within the Northern Saskatchewan Administration District (NSAD).				
Other Requirements	The project must be located off-reserve. <ul style="list-style-type: none"> • Each unit must foster independent living and must comply with <i>The Residential Tenancies Act, 2006</i>. 				
Conditional Approval	The conditional approval of any EOI under the RDP depends on the availability of 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:

- Location of the project
- 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

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
- Evaluation
- Research and analysis
- Verification
- Audit

The applicant understands and agrees that:

- Any work carried out before receiving written confirmation of funding approval from SHC 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 shall apply 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 of 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 commitment 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 an SHC agreement. 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: _____