

City of Saskatoon Application for Affordable Housing Renovation Grant

Basic Information	
Applicant Name:	
Project Name:	

The City of Saskatoon (City) welcomes proposals from organizations operating affordable housing in the City. The City provides funding for project development and renovation only and does not provide any ongoing operational funding. Application forms for other City housing initiatives (Affordable Housing Capital Grant, Mortgage Flexibilities Support Program, New Rental Construction Land Cost Rebate Program, Secondary Suite Permit Rebate, and Downtown Housing) are available online at www.saskatoon.ca/go/housing.

The City's Capital Grant for Affordable Housing is part of Innovative Housing Incentives (Policy No. C09-002), and provides funding towards the renovation of existing affordable housing within the Saskatoon city limits. The program provides funding of up to 10% of the capital cost of an affordable housing renovation project. Applications will be evaluated using the City's Point System (attached) for capital grants; the grant percent will be determined based on the number of points received in the evaluation process. The evaluation matrix is based on the priorities identified in the City's Housing Business Plan (see below).

Funding under this program is available for existing affordable rental housing whose residents are within the Moderate Saskatchewan Household Income Maximum (SHIMs) as determined by the Ministry of Social Services. The SHIMs as May, 2018 are outlined in the table below.

Household Type	One bedroom	Two bedroom	Three bedroom	Four bedroom
No Disability	\$38,000	\$46,000	\$55,500	\$66,500
Disability (115% of No Disability)	\$43,700	\$52,900	\$63,800	\$76,400

Requirements for Funding

Capital contributions towards the cost of renovating existing affordable rental housing will be to a maximum of 10 percent of the cost of the renovation, not including the value of the existing land and building. Projects will only be eligible to receive a capital contribution towards the cost of renovations once every ten years. Projects involving the renovation of existing affordable rental housing must meet the following criteria:

- i) The housing units must have been in the affordable rental market for at least ten years;
- ii) The proponent must agree to keep the renovated units in the affordable rental market for at least ten more years;
- iii) The renovation project must have funding support from the federal or provincial government;
- iv) the project should incorporate upgrades to achieve a significant reduction in energy use at a minimum, any upgrades with an initial cost that will be recovered by projected energy savings within a ten-year period should be included in the renovation project; and
- v) The application must include a ten-year business plan showing the sustainability of the project over the long term.



vi) The project must be a renovation of major systems and finishes, such as structural components, foundation, roofing, insulation, doors, windows, mechanical systems, electrical, plumbing, exterior finishes, drywall, paint, floor covering, cabinets, and fixtures;

For complete details on the City's terms, criteria, and requirements for funding, please refer to Innovative Housing Policy No. C09-002

Projects that address the 6 affordable housing priorities identified in The City's 2013 – 2022 Housing Business Plan are more likely to receive funding:

1. Creating attainable housing in all neighbourhoods,
2. Accessible (barrier free) housing,
3. Neighbourhood revitalization,
4. Safe and adequate housing,
5. Housing that meets identified needs, and
6. Innovative and energy efficient housing

Application Instructions

Please provide as much information as possible at the time of your application using attachments where necessary. Letters of support from partner organizations in the community are encouraged.

Along with your completed application form, please include the following attachments:

- Detailed Capital Budget;
- Proof of Incorporation in the Province of Saskatchewan;
- Site plan, drawings, and renderings;
- Information about the construction, design, and efficiency of the home;
- Business Plan including project timeline;
- Information about your company including recently completed projects.

This document is intended to facilitate the collection of information from project developers to allow the City to make informed decisions on applicable forms of support, and request basic details of your project for submission to City Council for approval. This includes expected construction costs, expected operating costs, expected completion dates, and when the funds will be required. Please refer to Innovative Housing Policy No. C09-002 for details on the City's terms, criteria, and requirements for funding, including definitions of low income households, priorities for funding, and which items, facilities and/or amenities the City will consider funding.

Application					
Applicant Information					
Sponsoring Organization – include registered company name, including numbered companies.					
Contact Information					
Name and title:					
Address:					
Phone number:					
Fax number:					
Email address:					
Corporation Status					
Proof of corporate status must be provided.					
Non-profit	<input type="checkbox"/>	For profit	<input type="checkbox"/>	Co-operative	<input type="checkbox"/>
Other: _____					
Other					
Project Description					
Project name or title					
Project location (civic address, neighbourhood, or area).					
Projected Renovation Start Date					



Projected date of completion (ready for occupancy)																			
Registered owner of site (if not registered owner of site, provide appropriate documentation e.g., proof of agreement).																			
How many years have the units been in the affordable rental market?																			
Do you agree to maintain the renovated units in the affordable rental market for at least 10 years?																			
Which of the following systems are being renovated? (Mechanical systems, structural, foundation, roofing, insulation, doors, windows, electrical, plumbing, exterior finishes, drywall, paint, floor coverings, cabinets, fixtures)																			
Brief (50 words) description of your project: <ul style="list-style-type: none"> - What type of housing is being provided? - Who is it for? - What needs are being served? - Purpose of renovation? 																			
Expected Total Project Costs																			
Renovation/construction costs	\$																		
Other costs	\$																		
Total	\$																		
Please describe the construction and design of the development. Will any innovative construction, materials or techniques be employed?																			
<p>** Please attach proposed budget, if available</p>																			
Rental Units																			
Total Number of Rental Units																			
Number of bedrooms and bathrooms in each unit type (e.g., 5 Units, with 2 Bedrooms, 1 Bathroom).	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><i>Units with</i></td> <td style="text-align: center;">_____</td> <td style="text-align: center;"><i>Bedrooms,</i></td> <td style="text-align: center;">_____</td> <td style="text-align: center;"><i>Bathroom</i></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><i>Units with</i></td> <td style="text-align: center;">_____</td> <td style="text-align: center;"><i>Bedrooms,</i></td> <td style="text-align: center;">_____</td> <td style="text-align: center;"><i>Bathroom</i></td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;"><i>Units with</i></td> <td style="text-align: center;">_____</td> <td style="text-align: center;"><i>Bedrooms,</i></td> <td style="text-align: center;">_____</td> <td style="text-align: center;"><i>Bathroom</i></td> </tr> </table>	_____	<i>Units with</i>	_____	<i>Bedrooms,</i>	_____	<i>Bathroom</i>	_____	<i>Units with</i>	_____	<i>Bedrooms,</i>	_____	<i>Bathroom</i>	_____	<i>Units with</i>	_____	<i>Bedrooms,</i>	_____	<i>Bathroom</i>
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How many of the homes are a barrier-free design? Please describe the type of barrier-free design.				
Expected Occupancy Costs per Month If available, please provide a detailed unit by unit breakdown on a separate sheet.				
Other Charges				
Safe and Secure Housing				
Does this development incorporate CPTED principles into the design? If multi-unit rental, will the landlord commit to obtaining the Crime-Free Multi Housing Designation?				
Environmental Benefits				
List the features included in this development that provide environmental benefits. If applicable, provide the monthly savings that will result by adopting these features (e.g., energy efficient compared to a conventional furnace).	Feature		Estimated Monthly Savings in Operating Costs	
Other Development On Site				
Describe any other development that is part of this project, e.g., market-priced housing, rental housing, retail, daycare.				
Type of Development	Description	Total Area		Capital Cost
		ft ²	%	
<i>Homes receiving Capital Grant from the City of Saskatoon</i>				



Total Project (if applicable)		100	
Support Programs and Services Describe the services or other support programs that are provided to residents.			
Facility or Service	Description	Capital Cost of Program	
Funding, Financing, and Sustainability			
Amount of Funding being Requested from the City of Saskatoon	Total Amount	Percentage of Total Project Cost	
	\$ _____	_____ %	
How will these funds be used?			
Have you applied for any additional funding support from the City? E.g., Vacant Lot Incentive, tax abatements, loans, grants, environmental incentives, or waving offsite levies?			
Has any City Housing Subsidy been applied to these units in the past?			
Other capital funding sources. Written verification of additional development funding will be required prior to any approved City funds being released.	Agency/Institution	Amount	Requested, Committed, or Received?
	<i>City of Saskatoon (proposed)</i>		
	Total:		
I hereby certify that the above information is correct and complete, and that _____ agrees to the terms and conditions of support.			
Authorized representative of sponsoring organization		Title of authorized representative and printed name	
Date			

Innovative Housing Incentive Program – Capital Grant Point System Evaluation

A new points system has been developed to achieve various targets within the Housing Business Plan. The Innovative Housing Incentive Program is the City's main incentive program for affordable and special needs housing. The program offers a capital grant of up to 10 percent of the total capital cost of affordable housing projects. Housing created under this incentive must be provided to households within incomes below the Saskatchewan Household Income Maximums (SHIMs) described in Appendix 2 of the Housing Business Plan.

The program offers a base level of municipal support equal to three percent of the total capital costs. The capital grant can be increased to a maximum of up to 10 percent of the total capital cost of affordable housing projects. Grants are calculated on a points system with extra points assigned for each housing priority addressed within the City's Housing Business Plan.

Proponent	Project Location	Date Application Received	Date Application Evaluated
Housing Business Plan Priority	Criteria	Possible Points	Points Earned
Base Grant	Projects must serve households below provincial SHIMs	3 percent	3
Leveraging Funding from Senior Levels of Government	Secured funding from federal or provincial government under an eligible grant program	2 percent	
Significant Private Partnership	There is a significant donation (at least 10 percent in-kind or donation) from a private donor, faith group or service club.	1 percent	
Accessible Housing	At least 5 percent of units meet barrier free standards	1 percent	
Neighbourhood Revitalization	a. Project improves neighbourhood by renovating or removing rundown buildings; and/or	1 percent	
	b. Developing a vacant or brownfield site.	1 percent	
Mixed Tenure Development	Project has a mix of affordable/market units or a mix of rental/ownership	1 percent	



Safe and Secure Housing	<ul style="list-style-type: none"> a. Landlord is committed to obtaining Crime Free Multi Housing certification for the project, and/or b. incorporates CPTED principles into design 	<p>1 percent</p> <p>1 percent</p>	
Supportive Housing	The proposal includes ongoing supports for the residents to assist them in staying housed such as drug and alcohol free, cultural supports, elements of Housing First.	1 percent	
Meets specific identified Housing Need	<p>Project meets an identified housing need from a recent study such as:</p> <ul style="list-style-type: none"> a. Homelessness, b. Large Family housing (3 bedrooms or more) c. Accommodation for students d. Aboriginal housing 	2 percent	
Innovative Housing	Project uses innovative design, construction technique, materials or energy saving features.	1 percent	
Innovative Tenure	Innovative Housing tenures such as Rent to Own, Life Lease, Land Trust, Sweat Equity, Co-op Housing or Co-Housing	1 percent	
Notes:			Total Points and Capital Grant Percent Earned