

**Social Housing Renovation and Retrofit Program (SHRRP)
Canada-Ontario Affordable Housing Program (AHP)
2009 Extension**

Guidelines Summary



Ministry of Municipal Affairs and Housing
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Introduction

On March 20, 2009, the province announced an investment of \$622 million to match funding announced in the federal government's 2009 budget. This brings the overall total investment for affordable housing in Ontario to \$1.2 billion.

Over the next two years, the province will invest:

- \$704 million to repair social housing units and make them more energy efficient under the **Social Housing Renovation and Retrofit Program (SHRRP)**.
- \$540 million to extend the Canada-Ontario Affordable Housing Program (AHP), known as **the AHP Extension (2009)**, which includes funding for rental units for seniors and persons with disabilities.

This investment will create jobs in construction and renovation and improve the lives of people with low incomes by creating new affordable housing.

This summary outlines the requirements that are common to the SHRRP and all components of the AHP Extension (2009). For further information, please refer to the specific program guidelines for each program and component.

Program Objectives

Both the Social Housing Renovation and Retrofit Program (SHRRP) and the AHP Extension (2009) – which comprises the New Rental Housing, Homeownership, and Northern components – are partnerships between the federal and provincial governments to create and repair affordable housing units across Ontario.

These new programs build on the success of the past AHP rounds: AHP Pilots, AHP Strong Start, AHP Wave 1, and AHP Residual & Brownfields.

The SHRRP and AHP Extension (2009) have several key objectives:

- Provide economic stimulus in Ontario
- Provide Service Managers (SMs) and housing proponents with the flexibility to meet local housing needs
- Provide dedicated units for seniors and persons with disabilities
- Incorporate energy efficiency requirements and accessibility into the new units
- Improve the health and safety of residents living in social housing communities
- Support the development of a green economy
- Contribute to the reduction of social housing project operating costs
- Assist in the reduction of social housing waitlists, including restoration of vacant or abandoned units.

Timelines and Funding

The SHRRP and AHP Extension (2009) are two-year programs that end on March 31, 2011.

Funding under both programs will be provided for each year (2009/10 and 2010/11) and is offered on a strict “use it or lose it” basis.

Funding that is uncommitted by each fiscal year-end will lapse. Therefore, funding approved during Year 1 and Year 2 will need to be committed (funding agreement signed) by March 31st of each year.

Projects that receive funding under SHRRP and the AHP Extension (2009) must start repairs/construction **within three months** of the funding agreement date. The ministry reserves the right to reallocate any funding from SMs and housing proponents who cannot meet their project commitments by the required timelines.

Reallocations

Due to the mandatory timeframe of the program, the ministry may reallocate funding from proponents who are unable to sign a funding agreement by the required timelines or cannot meet the three month construction start requirement.

Proponents who receive reallocated funds in Year 1 must sign a funding agreement by **March 31, 2010** and must start construction/repairs no later than **June 30, 2010**.

Proponents who receive reallocated funds in Year 2 must sign a funding agreement by **March 31, 2011** and start construction/repairs no later than **June 30, 2011**.

Administration Agreement

SMs who wish to participate in either the SHRRP or any component of the AHP Extension (2009) must sign an Administration Agreement (AA) with the province. The AA contains an accountability framework between the province and SMs and outlines the roles and responsibilities of the SM.

The AA outlines:

- Financial provisions (i.e. administration fees, payment claims and financial accountability)
- Eligibility criteria
- Indemnification and repayment provisions
- Reporting, auditing and other accountability enforcement provisions.

An AA must be signed before a proponent in the SM’s jurisdiction can enter into a funding agreement and receive AHP or SHRRP funding.

Administration Fees

After signing an AA with the ministry, the SM will receive an administration fee to allow for the hiring of a dedicated resource (i.e., Full Time Equivalent) to assist with program administration over two years. Funding in the amount of \$100,000 will be provided each year, for a total of \$200,000.

This funding is to be used for the administration of both the AHP Extension (2009) and the SHRRP. Service Managers will receive the total fee if they participate in one or both of the programs.

SMs who require additional administration funding will need to provide a brief business case to the ministry. This funding may be provided based on the SM's participation and progress under the program.

Project Submissions

SMs should note that the project submission process is different for the SHRRP and the AHP Extension (2009) components:

- SHRRP: SMs will submit a Take-Up Plan (TUP) based on notional allocation. Projects may be submitted prior to the TUP deadline.
- AHP Extension – New Rental Housing: SMs submit projects by set submission dates.
- AHP Extension – Homeownership: SMs submit Purchase and Sales Agreements to ministry
- AHP Extension – Northern: SMs submit a business case outlining the funding needs for their communities. Project funding may follow the approval of a business case.

Specific submission and approval details will be provided in the SHRRP and AHP Extension (2009) guidelines.

Funding Agreements

Housing proponents are eligible to receive SHRRP and AHP Extension (2009) funding once a funding agreement has been signed. A funding agreement is specific to each program and component and is defined as:

- SHRRP: Funding Agreement letter
- AHP Extension – New Rental Housing: Contribution Agreement
- AHP Extension – Homeownership: Purchase and Sales Agreement
- AHP Extension – Northern: Project Information Form (PIF) and Confirmation of security.

Please note that construction/repairs of units must begin within three months of the date of the funding agreement.

Specific agreement details will be provided in the SHRRP and AHP Extension (2009) guidelines.

Role of the Service Manager

The ministry expects all SMs to directly deliver the SHRRP and the components of the AHP Extension (2009) to their local communities.

Specifically, SMs are responsible for:

- Selecting and recommending projects that are approved by their local councils
- Signing funding agreements with housing proponents/providers
- Advancing project payments to proponents based on completion of construction milestones
- Fulfilling reporting requirements as per the Administration Agreement.

SMs who do not currently directly deliver the AHP (i.e. Shared Delivery Model under AHP Wave 1 Rental and Supportive component) are expected to directly deliver this new program by Year 2.

SMs who would like to continue with shared delivery must submit a business case to the ministry. The ministry may make exceptions based on the submitted cases. Please note that administration fees will be adjusted for those who continue to participate in shared delivery in Year 2.

Communications Protocol

SMs participating in the SHRRP and AHP Extension (2009) will agree to adhere to the Canada-Ontario Affordable Housing Program communications protocol and amendments under Supplementary Agreement No. 2. This is to ensure open, transparent, effective and proactive communications with citizens through ongoing public information activities that recognize the contributions of each party.

This approach is consistent with the guiding principles established in the Memorandum of Understanding (MOU) signed by the federal and provincial governments, the Association of Municipalities of Ontario (AMO) and the City of Toronto on August 31, 2005.

Program Guidelines

The following program guidelines are attached:

- Social Housing Renovation and Retrofit Program (SHRRP)
- AHP Extension (2009) – New Rental Housing Component
- AHP Extension (2009) – Homeownership Component
- AHP Extension (2009) – Northern Component.