



# PRIORITY HOUSING PROJECT LIST

## Request for an Expression of Interest

March 12th, 2013

### **Purpose of the EOI**

To assist in updating and building up the Priority Housing Project List (PHPL) as a tool for gaining funding support and development assistance as outlined in “Update: Housing Procurement Action Plan, 2012”.

The purpose of this EOI is two-fold:

1. To continue to identify development opportunities to be added to the PHPL that effectively address the housing need within the region; and,
2. To continue to update the existing projects on the PHPL to reflect their current development status and context.

**SUBMISSION IS ONGOING THROUGH 2013-14**

### **Submission Requirements**

- **Original application with attachments**
- **One additional hard copy of the application with attachments**
- **One electronic copy of the application with attachments**

Provide your EOI proposal to the following address:

Greater Victoria Coalition to End Homelessness  
Housing Development Coordinator  
941 Pandora Avenue  
Victoria, BC, V8V 3P4

Provide an electronic copy to: [housing@victoriahomelessness.ca](mailto:housing@victoriahomelessness.ca)

## Background

The PHPL was established following the adoption of the Update: Housing Procurement Action Plan, 2012 by the Greater Victoria Coalition to End Homelessness (Coalition) Leadership Council. This Plan sketches out a framework for moving forward through new construction, acquisitions and rent supplements for the period 2012-2018 and calls for the creation of 964 units of permanent housing with supports to meet the needs of those individuals experiencing, or at-risk of homelessness within Greater Victoria through a “housing first” approach.

The PHPL is designed to raise awareness, create support and identify priority projects throughout the region through an assessment of community need and support, value for money and other aspects of a project’s feasibility. This process enables the Coalition to use a strategic approach to the development of supportive housing through advocacy work and through the targeted allocation of funding opportunities as they become available.

This EOI represents an update to the 2012 Priority Housing process and reflects the priorities and goals of the Coalition moving into 2013-2014 and through to 2018.

## Where we are

Of the 964 units of supportive housing needed, 245 are created through rental supplements with the remaining 719 units to be through renovation, repurposing or design-build creating a total capital cost of \$109.9 million in 2012 dollars.

The PHPL currently represents 270 supportive units leaving 449 units to be identified through this EOI.

There is no set target for the number of affordable housing units needed throughout the region.

## Participant Organizations

Though the opportunity to apply to the PHPL is not limited to the following organizations, these non-profit housing societies have expressed an interest in continuing to expand their portfolios and are eligible to address the affordable and supported housing needs within the community in partnership with funding providers:

- Baptist Housing
- Beacon Community Services
- Canadian Mental Health Association
- Capital Mental Health Association
- Capital Region Housing Corporation
- Cridge Centre for the Family
- Greater Victoria Housing Society
- Kiwanis Club of Victoria
- M’akola Group of Societies
- Pacifica Housing Advisory Association
- Salvation Army
- Society of Saint Vincent de Paul
- Threshold Housing Society
- Victoria Cool-Aid Society
- Victoria Native Friendship Centre
- Woodwynn Farms

# Eligibility

To be eligible for participation in this process, the organization must:

1. Be a registered non-profit appropriately chartered under federal and provincial statutes
2. Have the resources or capacity to conceptualize, design, develop, construct and operate non-profit housing

To be eligible for participation in this process, the organization must be focusing on the development of:

1. Supportive housing
2. Affordable housing

# Definitions

For the purposes of the PHPL Process Framework:

“Supportive Housing” means:

Housing that integrates long-term residential units for

- Persons who were previously homeless
- Persons who are at risk of homelessness
- Persons affected by mental illness
- Persons who have or are recovering from drug or alcohol addictions

with on-site support services that are available to those residents. Not included within this definition are those facilities that are licensed under the Community Care and Assisted Living Act. Residences must not be restricted by policy to occupancies of less than 90 days.

These on-site support services can include but are not limited to

- Health and mental health services
- Health and community support referrals
- Addiction services
- Employment and education services
- Job and life skills training
- Assistance with meal preparation and housekeeping
- Counselling and outreach services

“Affordable Housing” means:

Housing, including any additional shelter expenses, that costs less than 30% of before tax household income and is of a suitable size and condition.

For the purposes of the PHPL process, the Coalition endorses the Housing Income Limits (HILs) as adopted by CMHC and BC Housing.

The 2013 HILs for Victoria are:

Bachelor	=	\$28,500
1 Bdrm	=	\$34,000
2 Bdrm	=	\$42,500
3 Bdrm	=	\$57,000
4 + Bdrm	=	\$61,500

## Target Populations

- Those that are experiencing homelessness or are considered to be at-risk of homelessness
- Those that are in-need of affordable housing within the region that is suitable in size and is in good condition

## Priority Housing Project List Identification Process

The following procedures are intended to adhere to the following principles:

1. Process delivery is fair, consistent and transparent
2. Process delivery is collaborative, undergoing annual review for effectiveness and efficiency
3. Process delivery is to respect the mandate of the Coalition while meeting the housing needs as identified in, “Update: Housing Procurement Action Plan, 2012”
4. Process delivery is to ensure a thorough vetting of applications based on consistent criteria
5. Process delivery is to encourage partnerships, have a regional scope, and contain mechanisms encouraging stakeholder participation and inclusion

# Priority Housing Project List Procedure

## Phase 1: Pre-Application

- Pre-Application Meeting
- Early Assistance

Optional

## Phase 2: Application Intake

- Application Intake
- Secretariat Recommendation

## Phase 3: Application Review

- PEC Review
- PEC Recommendation

## Phase 4: Decision Making

- Leadership Council Decision
- Inclusion to the PHPL



## Project Approval

A project can be added to the PHPL provided the proponent is eligible, of a suitable housing typology, undergoes the necessary review through the process outlined above, and scores 75% or greater average across all categories and not less than 60% in any one categories according to the PHPL Assessment Criteria (Appendix C) and the PHPL Project Evaluation (Appendix D).

Only the Coalition Leadership Council can issue the final project approval with recommendations from both the Secretariat and PEC.

Projects will be evaluated according to:

1. Society Capacity and Project Support
2. Development Concept
3. Project Business Case
4. Development Schedule

For projects applying to the supportive housing stream, there is an additional category:

5. Tenant Support Services

## PHPL Updates

The PHPL will undergo an annual evaluation focusing on the status of existing priority projects, which will assess the viability of each according to their current development status and context. Projects that are no longer determined to be suitable or likely to become realized will be removed from the PHPL to ensure it remains a current and effective tool, accurately reflecting the non-market housing landscape within the region.

To this end, proponents of the projects on the PHPL will be provided with their original application and will be asked to review and make any modifications necessary. The HDC will review the update and provide the PEC with a brief report. The PEC will determine if there is sufficient rationale to remove a project from the list. The PEC will make a recommendation to the Leadership Council who will then pass a motion to remove a project should it be determined suitable to do so.

Projects will be re-evaluated according to:

1. Society Capacity and Project Support
2. Development Concept
3. Project Business Case
4. Development Schedule

For projects applying to the supportive housing stream, there is an additional category:

5. Tenant Support Services

## Notification

Selected developments for the PHPL will be publicly announced annually at the Coalition AGM.

The Coalition Leadership Council will add the projects immediately following their approval enabling fundraising and advocacy to begin pending approval.

End