

## **Community Services / Housing Services**

### **Expression of Interest for Non-Profit Affordable Housing Development Preliminary Project Visioning**

Expression of Interest No.: **NRHS-EOI-24-01**

Issued: **Wednesday, October 23, 2024, at 3pm**

Submission Deadline: **Wednesday, November 13, 2024, at 3pm**



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## 1. INTRODUCTION AND PURPOSE

This Expression of Interest (EOI) is being issued by Niagara Region Housing Services (the Region) to identify non-profit and cooperative housing providers that are interested in growing their operations and to initiate dialogue about preliminary project visioning. Specifically, this EOI is tailored towards:

- i. non-profit and cooperative housing providers that have existing sites in Niagara that have an interest in expanding and/or intensifying their existing operations;
- ii. non-profit and cooperative housing providers that have an interest in establishing operations in Niagara; and
- iii. any charities, agencies, or non-profits that seek to begin affordable housing operations.

Based on the responses to this EOI, the Region intends to create a Project List of potential non-profit and cooperative housing development that may occur in Niagara. Regional staff intends to proactively follow-up with each entity on the Project List over the following calendar year (2025) to discuss preliminary project visions and offer general guidance on next steps and considerations, which could include but not be limited to: establishing a project team structure, assembling capital and operating budget considerations, determining potential funding source options, and identifying site due diligence needs.

Moving forward, the Region intends to issue a similar EOI on an annual basis to maintain an up-to-date Project List, as well as to strengthen its visibility, communication, and support with non-profit and cooperative housing providers. This EOI is solely intended as an information gathering by the Region and is not legally binding.

## 2. RELATIONSHIP TO NRHS-EOI-24-02

This EOI (NRHS-EOI-24-01) is separate and independent to “*NRHS-EOI-24-02: Expression of Interest for Non-Profit Affordable Housing Development Project Readiness Information and Support for Funding Program Submissions*”. This EOI is not a pre-requisite to NRHS-EOI-24-02.

The EOI Contact(s) will review each submission under both respective EOI streams on a case-by-case basis and hold the discretion to coordinate matters as deemed appropriate.



### 3. DEFINITIONS

The following definitions are offered to establish a common understanding and interpretation of the following terms:

#### **"Affordable" housing or units**

In the case of ownership housing, the least expensive of:

- a) housing for which the purchase price results in annual accommodation costs which do not exceed 30% of gross annual household income for low and moderate income households; or
- b) housing for which the purchase price is at least 10% below the average purchase price of a resale unit in the municipality;

In the case of rental housing, the least expensive of:

- c) a unit for which the rent does not exceed 30% of gross annual household income for low and moderate income households; or
- d) a unit for which the rent is at or below the average market rent of a unit in the municipality (Provincial Planning Statement, 2024).

#### **"Attainable" housing or units**

Rental or ownership housing provided by the market for moderate income households that are generally within the fifth and sixth income decile of the regional market area. Attainable housing can include dwelling types of various sizes, densities, and built forms, and is intended to provide individuals with the opportunity to access housing more suitable to their needs.

#### **"Low and moderate income households"**

- a) In the case of ownership housing, households with incomes in the lowest 60 percent of the income distribution for the municipality; or
- b) In the case of rental housing, household with incomes in the lowest 60 percent of the income distribution for renter households for the municipality (Provincial Planning Statement, 2024).

#### **"Municipality" or "Regional market area"**

An area that has a high degree of social and economic interaction. The boundaries of the Niagara Region will serve as the regional market area for the purposes of assessing housing market conditions for this expression of interest.



#### 4. INELIGIBLE PROJECTS

This EOI does not apply to following types of projects:

- New construction projects that do not create 5 or more net new units.
- Owner-occupied housing, including secondary suites.
- Long-term care and retirement homes.
- Shelters and crisis care facilities.
- Student residences.

#### 5. EOI SUBMISSION REQUIREMENTS

Proponents are required to complete and submit the questionnaire below to the best of their ability. The EOI Contact holds the discretion to determine whether a submitted EOI is considered to be complete and will follow-up with Proponents to address any outstanding matters as needed.

If a Proponent has multiple projects, please submit each project individually and under the appropriate EOI stream (NRHS-EOI-01 or NRHS-EOI-02).

#### 6. QUESTIONNAIRE

Proponents are requested to copy and paste the below questionnaire into a separate Word Document. Once complete, please save the Word Document as a PDF and submit it to the EOI Contact by following the instructions as described in Section 8.

Submission Date	
Proponent Name	
Proponent Email	
Proponent Phone	
Organization Name	
Organization Address	
Local Municipality	

1. Is the organization a non-profit or cooperative housing provider?
2. Does the organization have existing operations in Niagara? If yes, please list the name(s) and address(es) of these operations.



3. Does the organization own the land that is needed to develop the envisioned project on? If yes, what is the address/location of these lands?
4. Please indicate the anticipated construction type(s) for the envisioned project:
  - a) New detached building(s)
  - b) Addition/extension to an existing building(s)
  - c) Renovation/rehabilitation of an existing building(s)
5. Does the envisioned project involve the creation of net new purpose-built affordable rental units, affordable ownership units, or a mix of both?
6. Please complete the below unit summary for the envisioned project (if known):
  - a) Unit Summary

Total number of units	
Total number of net new units	
Number of rental units	
Number of attainable units	
Number of market units	

b) Bedroom Summary

Number of bachelor units	
Number of one-bedroom units	
Number of two-bedroom units	
Number of three-bedroom units	
Other (if applicable)	

7. Who are the targeted tenants/demographics for the envisioned project?
8. Will the envisioned project be solely residential, or will it have a mix of residential and non-residential uses (i.e., residential with commercial and/or other supportive uses)?



9. Does the organization have an established project team? If yes, briefly describe its structure and individual expertise (i.e., finance, construction, fundraising, project management, etc.).
10. Does the organization have sufficient funding available to develop the envisioned project?
11. In a hypothetical scenario where there is no limitation or restriction to develop, what is the ideal year to complete/achieve occupancy of the envisioned project?

**7. EOI TIMELINE**

EOI Milestones	Date
Issuance	Wednesday, October 23, 2024
Deadline for Proponent Questions	Thursday, November 7, 2024 at 3pm
Region to Issue Addenda	Friday, November 8, 2024
Proponent Submission Deadline	Wednesday, November 13, 2024, at 3pm
Follow-up with Proponents	December 2024 – February 2025

**8. EOI SUBMISSION AND CONTACT INFORMATION**

This document has been made available electronically through Biddingo and the Niagara Construction Association. A link to the EOI is available on Niagara Regional Housing’s website. Proponents shall provide all questions and submissions electronically by email to the EOI Contact below. In all email communication, please indicate “NRHS-EOI-24-01” in the subject line. Proponents may edit or withdraw a submission prior to the Submission Deadline. Proponents hold the right to accept or reject the Region’s offers of support resulting from their submission to this EOI.

**EOI Contact**

**Gordon Szaszi**  
 Project Manager Housing Development, Niagara Region  
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 Phone: (905) 650-6072

**9. NOTIFICATION AND FOLLOW-UP DISCUSSION**

Proponents will receive notice from the Region of any pending feedback after a review of the submissions. The Region’s outreach to discuss envisioned projects can be expected to occur in either Q1 or Q2 of 2025.



## **10. ACCOMMODATIONS FOR PROPONENTS WITH DISABILITIES**

In accordance with the Ontario Human Rights Code, Ontarians with Disabilities Act, 2001 (ODA) and Accessibility for Ontarians with Disabilities Act, 2005 (AODA), Niagara Region will accommodate for a disability, ensuring full and equitable participation throughout the EOI process. If a Proponent requires this EOI in a different format to accommodate a disability, the Proponent must contact the EOI Contact as soon as possible and in any event prior to the submission deadline. The EOI in the different format will be issued only to the requesting Proponent and all addenda will be issued in such different format only to the requesting Proponent.

## **11. TERMS AND CONDITIONS**

### **Niagara Region:**

- Is not liable for any costs incurred by Proponents in the acquisition, review, or response to this EOI.
- Shall not be responsible for any liabilities, costs, expenses, loss or damage occurred, sustained, or suffered by any Proponent, prior to, or subsequent to this EOI.
- Reserves the right to request Proponents clarify any information relating to this EOI.
- Reserves the right to take no further action relating to this EOI or the Proponent submissions.
- All information provided by or obtained from Niagara Region in any form in connection with this EOI either before or after the issuance of this EOI:
  - Is the sole property of Niagara Region and must be treated as confidential.
  - Is not to be used for any purpose other than replying to this EOI.
  - Must not be disclosed without prior written authorization from Niagara Region.
  - Must be returned by the Proponent to Niagara Region immediately upon the request of Niagara Region.

### **Confidential Information of Proponent:**

Proponents are advised that the disclosure of information received in proposals or otherwise relevant to the EOI process will be in accordance with the provisions of all relevant access to information and privacy legislation including primarily the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56, as amended (MFIPPA). Proponents should identify any confidential information in their proposals. Niagara Region will make reasonable efforts to maintain the confidentiality of such information, subject to its disclosure requirements under MFIPPA or any disclosure requirements imposed by law or by order of a court or tribunal. Proponents are advised that their proposals will, as necessary, be disclosed, on a confidential basis, to advisers retained by Niagara Region to advise or assist with the EOI process. If a





Proponent has any questions about the collection and use of personal information pursuant to this EOI, questions are to be submitted to the Niagara Region Contact.

Proponents must not at any time directly or indirectly communicate with the media in relation to this EOI or any agreement entered pursuant to this EOI without first obtaining the written permission of the EOI Contact.

Proponents must not engage in any illegal business practices, including activities such as bid-rigging, price-fixing, bribery, fraud, coercion, or collusion. Proponents must not engage in any unethical conduct, including lobbying, as described above, or other inappropriate communications; offering gifts to any employees, officers, agents, elected or appointed officials or other representatives of Niagara Region; deceitfulness; submitting proposals containing misrepresentations or other misleading or inaccurate information; or any other conduct that compromises or may be seen to compromise the competitive process provided for in this EOI.

This EOI process is intended to collect information and identify prospective non-profit affordable housing projects for the purposes of the Region's role as Housing Service Manager. No legal relationship or obligation will be created between the Proponent and Niagara Region by this EOI process. Support and partnership may or may not be successfully negotiated and executed in the future through formal written agreement between Niagara Region and the Proponent.

Niagara Region may cancel or amend the EOI process without liability at any time.

