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# ***CBRM***

***Cape Breton Regional Municipality***

*A Community of Communities*



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## **REQUEST FOR EXPRESSION OF INTEREST**

**CBRM\_EOI01-2022**

**CBRM RAPID HOUSING INITIATIVE**

**Closing: Thursday, January 26, 2023 at 2:00 pm local time**

Cape Breton Regional Municipality

Procurement Section

[Purchase@cbrm.ns.ca](mailto:Purchase@cbrm.ns.ca)



## Cape Breton Regional Municipality

PROCUREMENT SECTION, FINANCIAL SERVICES

320 ESPLANADE, SUITE 102

SYDNEY, NS B1P 7B9

PHONE: 902-563-5015 EMAIL: [purchase@cbrm.ns.ca](mailto:purchase@cbrm.ns.ca)

### **MANDATORY REQUIREMENT CHECK LIST**

#### **PRIOR TO SUBMISSION PLEASE CHECK THAT YOU HAVE SUBMITTED A COPY OF THE FOLLOWING DOCUMENTS**

- SCHEDULE "A" – MUNICIPAL BY-LAW COMPLIANCE CERTIFICATE
- SCHEDULE "B" – TRADE AGREEMENTS ACKNOWLEDGEMENT
- SUBMISSIONS FOR THIS EXPRESSION OF INTEREST WILL ONLY BE ACCEPTED BY EMAIL TO [PURCHASE@CBRM.NS.CA](mailto:PURCHASE@CBRM.NS.CA) & MUST INCLUDE ALL ITEMS LISTED UNDER THIS CHECK LIST
- RECEIVED ADDENDA NO. \_\_\_\_\_ TO NO. \_\_\_\_\_ INCLUSIVE WERE CAREFULLY EXAMINED

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DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/ PROVINCE: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_ FAX NO.: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

WEBSITE: \_\_\_\_\_

CONTACT NAME (please print): \_\_\_\_\_

TITLE (please print): \_\_\_\_\_ PHONE NO.: \_\_\_\_\_

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**THE FOLLOWING INFORMATION MUST BE COMPLETED TO ENSURE ACCEPTANCE.  
FAILURE TO COMPLY WITH ABOVE WILL RESULT IN DISQUALIFICATION OF YOUR BID.**



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### **INSTRUCTIONS TO BIDDERS**

#### **REQUEST FOR EXPRESSION OF INTEREST CBRM\_EOI01-2022**

**Closing:** Submit to the undersigned up to 2:00 P.M., THURSDAY, JANUARY 26, 2023, the bid must be emailed to [purchase@cbrm.ns.ca](mailto:purchase@cbrm.ns.ca) and must clearly designate CBRM\_EOI01-2022.

**NOTE: FAXED / PAPER submissions are NOT acceptable and will not be considered**

**Questions & Clarifications:** Any clarification required by a proponent must be requested in writing to the responsible Buyer indicated in the Solicitation. Such requests must be provided in due time before the closing date in order to allow proper consideration and a reply. The response to a request for clarifications submitted by any Proponent will be posted on the Nova Scotia Government Website as an Addendum.

**Withdrawal or Modification of Bid:** Proponents may withdraw, replace or modify their bid up until the specified closing time, provided that this is done in writing. Any modification or replacement of a bid must be done in the same format as defined in the Solicitation. **NOTE: FAXED / ELECTRONIC modifications are acceptable**

**Addenda:** All addenda must be acknowledged in bid submission; proponents must monitor the Nova Scotia Government Tenders Website for any addenda that may be issued. CBRM staff no longer maintains plan takers lists, and no longer have knowledge of who has downloaded opportunities.

<http://www.novascotia.ca/tenders/tenders/ns-tenders.aspx>

**Rectification Period:** Procurement opens and reviews the Bids to determine if all mandatory submission requirements have been met in accordance with the Solicitation Document.

If the bid fails to meet the mandatory submission requirements, Procurement will notify the Bidders that there is a second opportunity to meet the mandatory submission requirements within the rectification period of two business days. Once the rectification period deadline passes, Bids still failing to meet the mandatory submission requirements are disqualified and will not be evaluated further. All bids satisfying the mandatory submission requirements are then passed along to the evaluation team for further evaluation. Exceptions to this are technical addenda, if a technical addendum is not acknowledged, the Bidder will be disqualified and there is no rectification allowance for incorrect submittal of a two-envelope submission (two PDFs due to Covid-19), or for failure to include a required bid deposit.

#### **TENDER CONTENTS:**

**(Section Applies to: Construction Contracts, Services & Sale of Municipal Property ONLY!)**

**Bid Security:** Each tender must be accompanied by a certified cheque payable to the Cape Breton Regional Municipality or a Bid Bond on CCDC Form 220 for ten (10) percent of the tendered sum. *Any withdrawal of the successful tender shall constitute forfeiture of the bid deposit.*

**Performance Security:** A Performance Bond in the amount of fifty (50) percent contract price and Labour and Material Payment Bond in the amount of fifty (50) percent of the contract price will be required upon notification of award and before the signing date of the contract or issue of the Purchase Order.

**Alternate Securities Acceptable:** As an alternate to the Security Deposit and the Consent of Surety requirements stated herein, Contractors may submit a ten (10) percent bid security certified cheque, and subsequently upon notification of award, an additional ten (10) percent contract security certified cheque, in lieu of contract stated bonding.



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**Accompanying Documents:** All bids must include the following documents: : *(Please note that only what is listed on the Mandatory Check List is required for this particular solicitation)*

- **“Check List”** Completed in full /Signed /Dated(Including acknowledgement of addenda)
- The signed **Schedule “A”** Municipal By-Law Compliance form attached to the tender documents.
- The signed **Schedule “B”** Trade Agreement Acknowledgement form attached to the tender documents.
- A letter of Good Standing/Clearance from the Workers’ Compensation Board of Nova Scotia
- Proof of current and valid Workplace Safety Certificate of Recognition (COR) from an authorized institution (East Coast Mobile Medical, HSE Integrated Limited, Nova Scotia Construction Safety Association (NSCSA), Nova Scotia Trucking Safety Association, Occupational Health and Educational; Services 2002 Inc, Safety Services Nova Scotia or equivalent)
- Completed/signed **Appendix “A”** Consultant, Contractor, Supplier Health & Safety Questionnaire.
- General liability insurance.

**Prior to Contract Award – In accordance with section nine (9) of the CBRM Procurement Policy, the successful tenderer may be required to provide an approved Commercial Property Zoning Confirmation, issued by CBRM’s Development Officer, prior to award of contract.**

Following completion of the tendered work, letters of clearance from both organizations, dated no earlier than the final day worked on the project, must be submitted with the final invoice for the project. This will form a condition of the tender in addition to any other conditions within the contract documents and specifications.

**POLICY:**

- Canadian Free Trade Agreement (CFTA) and The Cape Breton Regional Municipality Procurement Policy are the governing documents used for all tenders. Copies of these documents are available from the Financial Services Department, Procurement Section, Suite 102, 320 Esplanade Sydney, N.S. or by phoning (902) 563-5015.
- Successful bidder will be required to follow CBRM protocol as designated by Purchasing Department for delivery and invoicing.
- Payment: Any supplier having an account due to the Cape Breton Regional Municipality, which is in arrears, will have such arrears deducted from payments being made to the supplier.

The Cape Breton Regional Municipality reserves the right to reject any or all tenders or to accept any tender or part thereof considered to be in its best interest.

*Daniel C. Colbourne*

Daniel C. Colbourne, Procurement Officer - Financial Services

(P) 902-563-5015 (E-Mail) [purchase@cbrm.ns.ca](mailto:purchase@cbrm.ns.ca)



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## SCHEDULE "A"

### MUNICIPAL BY-LAW COMPLIANCE CERTIFICATE

This document forms part of and is incorporated into the Tender. Bidders convicted of violations of any Cape Breton Regional Municipal By-Laws or found in contravention of the Dangerous and Unsightly Provision of the *Municipal Government Act*, S.N.S. 1998, c. 18 shall be precluded from bidding on the tender. Successful bidders who subsequently are found guilty of violation of any Cape Breton Regional Municipal By-Laws or are found to have contravened the Dangerous and Unsightly Provision of the *Municipal Government Act* S.N.S. 1998, c. 18 shall have the tenders revoked and shall be precluded from bidding on subsequent tenders for a period of thirty-six months.

\_\_\_\_\_ (hereinafter referred to as "The Bidder") does hereby certify that the Bidder has not been found guilty of violation of any Cape Breton Regional Municipal By-Laws and has not been found to have contravened the Dangerous and Unsightly Provision of the *Municipal Government Act* S.N.S. 1998, c. 18 and furthermore hereby agrees to comply with all Cape Breton Regional Municipal By-Laws and the Dangerous and Unsightly provision of the *Municipal Government Act*, S.N.S. 1998, c. 18. The Bidder understands and agrees that any finding of guilt or contravention of any Cape Breton Regional Municipal By-Laws and provisions will result in the Tender being revoked and the Bidder being precluded from bidding on any subsequent Tender for a period of thirty-six months.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Bidder

#### **CBRM INTERNAL USE ONLY**

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**Approved by:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_



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## SCHEDULE "B"

### TRADE AGREEMENTS ACKNOWLEDGEMENT

All Public Sector Entities in Nova Scotia have trade agreement obligations under the Public Procurement Act. Trade agreements play a vital role in our economy. They create market access for our goods and services by reducing barriers to, among other things, labour mobility, investments, energy, agriculture, and government procurement. Agreements can be comprehensive, covering a number of different issues, or more concentrated, covering individual issues. Each agreement has unique language, exemptions, rules, and requirements.

Municipalities, Academic Institutions, School Boards, Health Authorities (MASH) and Crown Corporations that have their own procurement groups and policies must ensure they are consistent with the principles of the Province of Nova Scotia Procurement Policy, and the obligations of the Public Procurement Act.

Trade Agreements that impact government procurement in Nova Scotia include the Canadian Free Trade Agreement (CFTA) and the Comprehensive Economic Trade Agreement with the European Union (CETA). The CFTA and CETA includes all provinces, Northwest Territories, Yukon, and the Federal Government as well as their respective MASH sectors and Crown Corporations.

The key to being compliant with multiple trade agreements is to ensure you are meeting the obligations of the one with the lowest thresholds, which in this case is the CFTA. Table A outlines the thresholds for these two agreements.

**TABLE A – Domestic Agreement**

<b>Agreement</b>	<b>Coverage</b>	<b>MASH</b>
Canadian Free Trade Agreement	Equal access to Canadian suppliers. Includes all CDN Provinces, NWT, YUK, their respective MASH and Crowns, and the Federal Government	Goods: \$105,700+ Services: \$105,700+ Construction: 264,200+
Comprehensive Economic Trade Agreement with the European Union	Equal access to EU suppliers – includes: Federal Government, Provinces, Territories, MASH, Provincial/Federal Crowns & Public Utilities (many exceptions)	Goods: \$365,700+ Services: \$365,700+ Construction: \$9.1M+

\_\_\_\_\_ (hereinafter referred to as "The Bidder") does hereby acknowledges the understanding that this tender falls under the Domestic Trade Agreements, Atlantic Procurement Agreement (APA) and Agreement on Internal Trade. As part of these agreements and under the Nova Scotia Public Procurement Act, CBRM is included as part of the MASH Sector. This document forms part of and is incorporated into the Tender.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Bidder

# **CBRM Rapid Housing Initiative Expression of Interest**

## Overview

The Cape Breton Regional Municipality (CBRM) is issuing an Expression of Interest (EOI) for Qualified proponents to work with the CBRM on a Rapid Housing Initiative (RHI). The Rapid Housing Initiative (RHI) is a Federal program that provides funding for the rapid development of new residential units that will provide housing for those in need of deeply affordable housing. Units must be targeted to vulnerable populations who are homeless or at severe risk of experiencing homelessness with a percentage of housing that must be targeted to women/women with children, urban Indigenous populations, and Black Canadians.

On November 10, 2022, the federal government launched Round 3 of RHI. An additional investment of \$1.5 billion will create up to 4,500 new permanent, affordable housing units across the country. As with the first two rounds, RHI Round 3 will be delivered through two funding streams.

- Cities Stream which flows directly to municipalities to ensure funds are directed to areas where there is the highest incidence of renters in severe housing need, and;
- Projects Stream where proponents apply directly to CMHC and are considered amongst submissions received across Canada.

Key considerations for applicants include:

- Development must be complete within 18 months;
- 25% of funding will be targeted to create housing for women and/or women and their children; and
- 15% of funding will be targeted for urban Indigenous Peoples.

The CBRM has been selected to receive direct funding under the Cities Stream. To secure the RHI Cities Stream funding CBRM must submit selected development proposals to CMHC by March 15, 2023. As such we are seeking Expressions of Interest (EOI) to understand which registered non-profit or charitable housing providers can partner with the Municipality under the Cities Stream.

**Due to the short timeline, expressions of interest must be received no later than January 26, 2023 at 2:00 p.m.**

Please complete the attached application form, including the required supplemental information, as part of your expression of interest and email it to [Purchase@cbrm.ns.ca](mailto:Purchase@cbrm.ns.ca).

# **CBRM Rapid Housing Initiative Expression of Interest**

## Qualifications for funding

Costs must be associated with one of the three categories noted below (including the acquisition of land):

1. Construction of new affordable residential units (new developments will be required to exceed energy efficiency standards and local accessibility standards)
2. The conversion of non-residential to residential
3. The renovation of uninhabitable buildings to become habitable

Projects funded under the RHI must be constructed within 18 months of the investment plan being agreed to, and operate for a minimum of 20 years. All units must serve priority populations as identified in the National Housing Strategy and meet the following affordability criteria:

- All units must serve and be affordable to targeted people and populations who are vulnerable and who are also, or otherwise would be, in severe housing need or people at high risk of homelessness. Housing is considered affordable if the resident household is paying no more than 30% of its before-tax income on housing costs, or the equivalent of the shelter component of any provincial income assistance. Affordability must be maintained for a minimum of 20 years.
- A household is said to be in core housing need if its housing falls below at least one of the adequacy, affordability or suitability standards and it would have to spend 30 percent or more of its total before-tax income to pay the median rent of alternative local housing that is acceptable (meets all three housing standards).
- Homelessness is described as the situation of an individual, family or community without stable, safe, permanent, appropriate housing, or the immediate prospect means and ability of acquiring it. Populations at imminent risk of homelessness are defined as individuals or families whose current housing situation will end in the near future (for example, within two months) and for whom no subsequent residence has been established.

Eligible property types include:

- standard rental
- transitional housing



## **CBRM Rapid Housing Initiative Expression of Interest**

- permanent supportive housing
- single room occupancy
- seniors' housing (excludes delivery of healthcare)

All Projects must be:

- located in Canada
- available for year-round occupancy
- long term tenancy (3 months or more)
- residential for its primary use
- for rehabilitation funding, the project must be vacant, uninhabitable and lost from the housing stock

Please refer to the attached **CMHC's RHI Highlight Sheet** for additional information.



## Rapid Housing Initiative



## OVERVIEW

The Rapid Housing Initiative (RHI) provides funding to facilitate the rapid construction of new permanent affordable housing units for people and populations who are vulnerable and prioritized under the National Housing Strategy (NHS). The RHI takes a human rights-based approach to housing, with a focus on those in severe housing need and those experiencing or at risk of homelessness.

This initiative was originally announced on September 21, 2020, with a budget of \$1 billion. Round 2 was announced on June 30, 2021, for an additional \$1.5 billion. To date, over 10,000 affordable housing units have been funded. Through Budget 2022, the Government of Canada is investing an additional \$1.5 billion over two years, starting in 2022–23, to extend the Rapid Housing Initiative.

## OUTCOMES

Round 3 of the initiative provides:

- A budget of \$1.5 billion for the Rapid Housing Initiative in 2022–24 to address the urgent housing needs of vulnerable people and populations in Canada by creating safe and affordable housing.
- This new funding is expected to add 4,500 new affordable units to Canada's housing supply, with at least 25 per cent of funding going towards women-focused housing projects.

## FUNDING

### Cities Stream

\$500 million is allocated under the Cities Stream to pre-determined municipalities based on the number of renters in severe housing need and an effort to maximize geographical distribution.

### Projects Stream

\$1 billion is available under the Projects Stream via an open application-based process.

CMHC will contribute up to 100% of capital contribution funding to cover eligible residential project costs.

Projects that have started construction prior to August 30, 2022, are not eligible. Start of construction refers to a project that has incurred hard costs relating to the physical construction of the building, such as pouring of foundation for new construction (or start of off-site work for modular construction) and start of physical conversion or rehabilitation of the building.

RHI funding cannot replace prior funding commitments (e.g., executed loan/contribution agreements) that would otherwise see a project through to completion and will not cover cost overruns.

RHI funding cannot be used to cover cost increases, overruns or any expenses related to Round 1 or 2 of this initiative.

## ELIGIBILITY CRITERIA

### Eligible Applicants

- Provincial, territorial, and municipal governments
- Indigenous governing bodies and organizations
- Non-profit organizations

### Eligible Types of Housing

#### ***New Construction***

- RHI funding will support the new construction of single, scattered units up to larger multi-unit rental projects, which can include the acquisition of land. Traditional construction methods and modular housing will be accepted if the units can be delivered within the timelines that apply to the projects' location.

**Traditional Construction** refers to construction techniques (for example: wood-frame, steel frame, concrete, etc.) in which the work and construction activities are primarily performed on site.

**Modular Housing** units are defined as housing units which are partially or fully built off-site (for example: a factory, warehouse, or similar facility) by a qualified manufacturer and delivered to the site in whole or in parts and installed on an appropriately zoned and serviced lot. This may range from single, scattered units up to larger multi-unit housing projects. The modular housing units are expected to meet code compliance for permanent year-round occupancy of the authority having jurisdiction.

### ***Conversions/Rehabilitations***

- RHI funding will support the acquisition of land and buildings for the purpose of conversion of non-residential to affordable housing.
- RHI funding will support the acquisition of land and buildings in disrepair or abandoned, for the rehabilitation to affordable housing. Rehabilitation of units is defined as units that are in disrepair and/or abandoned, and in both cases are uninhabitable or have been lost from the housing stock.

Properties being acquired for the purpose of rehabilitating units that would otherwise be lost from the housing stock due to their state of disrepair must be vacant at the time of application in order to be considered for RHI funding. Renovictions and/or any other circumstance involving the eviction of existing tenants are not eligible under RHI.

### **Eligible Property Types**

- Standard rental
- Transitional housing
- Permanent supportive housing
- Single room occupancy
- Seniors housing (excludes delivery of healthcare)

### **Minimum Project Requirements**

- Located in Canada
- Available for year-round occupancy
- Long term tenancy (3 months or more)
- Primary use is residential
- For rehabilitation funding, the project must be vacant, uninhabitable, and lost from the housing stock
- Minimum of five units or beds\* (units and beds are interchangeable and are based on project type)
- Minimum contribution request of \$1M\*

\*Flexibilities are supported for projects in Indigenous communities, the North, rural, remote, or special access communities.

Housing in **the North** is defined as communities located in the Yukon, Northwest Territories, or Nunavut.

**Rural** areas include all land lying outside population centres and the people living within those rural areas. A population centre is defined as an area with a population of at least 1,000 and a density of 400 or more people per square kilometre.

**Remote\*** areas are defined as communities that are either a long distance from larger settlements (population centres) or lack transportation links that are typical in more populated areas. CMHC will determine whether a project fits the definition of long distance on a case-by-case basis.

**Special Access\*** is defined as a community that lacks transportation links that are typical in more populated areas, that has no year-round road access, or which can only be accessed by water or air transportation. These can include one or more of the following: Winter-road, barge, marine, fly-ins, and/or rail access.

\*For remote and special access communities that identify construction challenges, please discuss with your CMHC Housing Solutions Specialist before preparing an application.

## Project Eligibility

### *Affordability*

All units must serve and be affordable (household is paying less than 30% of their before-tax income on housing costs or the shelter component of any provincial or territorial income assistance as an equivalent) to targeted people and populations who are vulnerable and who are also, or otherwise would be, in severe housing need or people experiencing or at imminent risk of homelessness.

Affordability must be maintained for a minimum of 20 years.

A **household in severe housing need** is a subset of core housing need where a household pays 50% or more of their before-tax income for their current dwelling. A household is said to be in core housing need if its housing falls below at least one of the adequacy, affordability, or suitability standards and it would have to spend 30% or more of its total before-tax income to pay the median rent of alternative local housing that is acceptable (meets all three housing standards).

**Homelessness** is described as the situation of an individual, family or community without stable, safe, permanent, appropriate housing, or the immediate prospect, means and ability of acquiring it.

**Populations at imminent risk of homelessness** are defined as individuals or families whose current housing situation will end in the near future (for example, within 2 months) and for whom no subsequent residence has been established.

### ***Target Populations***

All affordable units must be dedicated to people and populations who are vulnerable and targeted under the National Housing Strategy (NHS), who are in severe housing need and experiencing or at risk of homelessness. These groups include:

- Women and their children fleeing violence
- Seniors
- Young adults
- Indigenous peoples
- People with disabilities
- People dealing with mental health and addiction issues
- Veterans
- LGBTQ2+
- Racialized groups, including Black Canadians
- Recent immigrants, especially refugees
- People experiencing homelessness

### ***Expediency***

Recipients are expected to deliver completed units within 18 months (within 24 months for those in the North, or in remote or special access communities).

### ***Energy Efficiency***

New construction projects through the Cities Stream must meet the energy efficiency standards set out in the National Energy Code for Buildings (NECB) or National Building Code (NBC), as it applies below:

- Part 3 of 2017 NECB for buildings larger than 600m<sup>2</sup> in total area or greater than 3 stories in height.
- Part 9 of 2015 NBC for buildings less than 600m<sup>2</sup> in total and 3 stories or less in height.

For Projects Stream, see Prioritization Criteria section below.

### ***Accessibility***

New construction projects through the Cities Stream must exceed the local accessibility requirements in their jurisdiction by at least 5%.

For Projects Stream, see Prioritization Criteria section below.

### ***Housing Operations/Property Management Experience***

Non-profits and Indigenous organizations (not wholly owned by another level of government) must have been registered as a non-profit for a minimum of five years and provide a minimum of five years demonstrated experience operating a housing project of similar size, scope, and tenancy. CMHC reserves the right to determine if tenancy is considered similar.

CMHC will allow applicants to enter into a formal property management contract with a professional third party to oversee the maintenance of the assets.

### ***Construction and Development/Modular Manufacturer Experience***

Non-profit and Indigenous organizations (not wholly owned by another level of government) must be prepared to enter into a fixed price contract with a construction company/general contractor/modular manufacturer who has a minimum of five years demonstrated experience building projects of similar type, size, and scope in the same market.

### ***Financial Viability***

Non-profits and Indigenous organizations (not wholly owned by another level of government) must provide confirmation from a government source that operating and/or program/support subsidies have been secured to support the project's long-term viability. Additionally, those that will be self-subsidizing any portion of their project are required to demonstrate the financial capacity to do so, as well as the ability to withstand unexpected cost increases/overruns.

## **PRIORITIZATION CRITERIA**

Once the minimum mandatory requirements have been met, RHI Projects Stream applications will be prioritized based on the following criteria:

### **1. Need**

To be validated by CMHC

### **2. Duration of confirmed operating subsidy**

Projects will be prioritized based on length of confirmed operating subsidy from a Province, Territory, Municipality, or Indigenous governing body.

Non-profits or Indigenous organizations (not wholly owned by another level of government) that meet RHI criteria to self-subsidize, will be prioritized accordingly.

### **3. Cost Sharing**

To maximize the outcomes of RHI, projects with cost sharing will earn additional scoring.

Cost sharing can be provided in a form such as, but not limited to, grants, contributions, concessions on property taxes and/or concessions on levies, waiver of development cost charges or other provincial/municipal fees, waiver of community amenity contributions, etc.

Loan components are not considered eligible for calculating cost sharing and are not an eligible source of funding under RHI.

Eligible costs for cost sharing must have been incurred and paid on, or after April 1, 2020.

**4. Expediency**

Projects will be prioritized based on expediency of occupancy and completion if earlier than the mandatory requirement of 18 months.

For projects located in the North, or in remote or special access communities, prioritization will be based on expediency of occupancy and completion if earlier than the mandatory requirement of 24 months.

**5. Land Status**

Projects will be prioritized based on land status (whether land has been secured), which recognizes the applicants' readiness to deliver units rapidly.

**6. Duration of Affordability**

Projects will be prioritized based on duration of affordability beyond the minimum 20-year requirement.

**7. Energy Efficiency**

New construction projects will be prioritized for exceeding the energy efficiency standards set out in the National Energy Code for Buildings (NECB) or National Building Code (NBC), as it applies below:

- Part 3 of 2017 NECB for buildings larger than 600m<sup>2</sup> in total area or greater than 3 stories in height.
- Part 9 of 2015 NBC for buildings less than 600m<sup>2</sup> in total and 3 stories or less in height.

**8. Accessibility**

New construction projects will be prioritized for exceeding the minimum local/regional accessibility requirements in their jurisdiction (by percentage of additional accessible units).

**9. People or populations who are vulnerable**

CMHC will prioritize projects that support our stated objectives with respect to targeting people and populations that are vulnerable, including units that are dedicated to women and/or women and their children, Indigenous peoples, and Black Canadians.

**10. Applicants who have not received prior RHI funding**

This prioritization category provides additional scoring to applicants that have not previously benefitted from RHI funding as a recipient or beneficiary.



## ADDITIONAL INFORMATION

### **Application Window**

The application window will be open for approximately 90 days. Applications and all required documentation must be submitted via the CMHC online portal. Incomplete applications and those received after the window closes will not be accepted.

The review period will take place after the application window closes (for a period of approximately 90 days).

CMHC reserves the right to enter into contribution agreements prior to the end of the review period. The number of applications selected will depend on the quality of each application and the amount of funding being requested by those prioritized for funding.

### **Security**

The contribution agreement will be unsecured unless security is deemed necessary at CMHC's sole discretion. Projects are not permitted to carry any debt during the full term of the agreement with CMHC as this can impact the affordability of the units and the people and population groups being served.

### **Reserve Requirements**

None required unless deemed necessary at CMHC's sole discretion.

### **Advancing**

#### ***Projects Stream***

- For provinces, territories, municipalities, Indigenous governing bodies, and organizations that are wholly owned by another level of government, the full contribution will be advanced once the contribution agreement has been signed.
- For Non-Profits and Indigenous organizations (not wholly owned by another level of government), CMHC will release funds through construction draws based on work in place.

### **Cost Overruns**

Recipients are fully responsible for cost increases and cost overruns. CMHC will not cover any increases in costs. Recipients are responsible for ensuring budgets are adequate and inclusive of appropriate contingencies.

## Administration and Reporting

Selected projects will be subject to RHI reporting requirements per the contribution agreement.

Reporting will take place quarterly until project completion, and annually for the full term of the agreement.

Reporting will confirm all agreed upon terms, including all deliverables and outcomes as outlined in the contribution agreement.

**All applicants should review the following documents before preparing an application. These are available at [cmhc.ca/RapidHousing](https://cmhc.ca/RapidHousing)**

- Product Highlight Sheet
- Documentation Requirements List (Projects Stream only)
- Applicant Guide

**Please ensure you have an assigned CMHC Housing Solutions Specialist to support you during the application process.**

**Please visit the NHS progress page at Place to Call Home<sup>1</sup> for updates on recently completed projects funded through the Rapid Housing Initiative.**

<sup>1</sup> <https://www.placetocallhome.ca>



# Rapid Housing Initiative: Round 3 Submission Request Form

Name of Organization and Project Title:

Confirmation of Registered Non-Profit/Charitable Status:

Number of Years Providing Housing:

Amount of Funding Requested Under RHI:

Name/Contact Information for Application:

Address of the Project:

Does your organization own the property (or have an agreement from the property owner to develop the property)?

Number of Residential Units: Total

To be funded under RHI

Please provide the status of the project design and construction, or existing building (including the concept stage, preliminary drawings)

**PLEASE ATTACH A PRELIMINARY DEVELOPMENT TIMELINE FOR YOUR PROJECT**

Please describe any barriers that may delay the development of the project (zoning, access to land, operating costs).



**CAPE BRETON**  
REGIONAL MUNICIPALITY

Cape Breton Regional Municipality  
320 Esplanade, Sydney, Nova Scotia  
Canada B1P 7B9

[www.cbrm.ns.ca](http://www.cbrm.ns.ca)

Total Funding Required for Development:

Please list other confirmed funding sources including the amount

Please indicate your ability to secure additional funding should your project go over budget

Please describe any barriers that may impact the long-term viability of the project.

**PLEASE ATTACH A PRELIMINARY PRO-FORMA SHOWING THE PROJECTED 5 YEAR OPERATING BUDGET FOR YOUR PROJECT.**

Please share any additional information that should be considered when reviewing your application



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