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Item No. 15.1.4
Halifax Regional Council
June 6, 2023

TO: Mayor Savage and Members of Halifax Regional Council

Original Signed

SUBMITTED BY:

Cathie O'Toole, Chief Administrative Officer

DATE: June 3, 2023

SUBJECT: **Housing Accelerator Fund**

ORIGIN

In the 2022 federal budget, the Government of Canada announced \$4 billion in new funding to create a Housing Accelerator Fund, with municipalities as the primary target recipients.

On March 17, 2023, the Government of Canada announced the launch of the Housing Accelerator Fund, with applications due June 14, 2023.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Charter (HRM Charter), Part III – Powers

- 73(b) The Municipality may enter into and carry out agreements with
- (i) the Minister of Community Services or Canada Mortgage and Housing Corporation with respect to housing projects, or
 - (ii) any body corporate or agency having similar objects to Canada Mortgage and Housing Corporation with respect to projects pursuant to the National Housing Act (Canada);

RECOMMENDATION

It is recommended that Halifax Regional Council:

1. Direct the Chief Administrative Officer to submit a Housing Accelerator Fund Action Plan that includes the initiatives as generally outlined in Attachment A, along with all additional required documentation to the Canada Mortgage and Housing Corporation as the Municipality's application under the Housing Accelerator Fund program; and
2. Authorize the Chief Administrative Officer to enter into any contribution agreements or amending agreements that may be required should the Municipality be approved for funding under the program.

BACKGROUND

The [Housing Accelerator Fund](#) (HAF) is a new federal program administered by the Canada Mortgage and Housing Corporation (CMHC) that will provide up to \$4 billion in funding directly to local authorities (primarily municipalities) to incentivize and support initiatives within the sphere of control of local governments that accelerate the supply of housing. In March 2023, the CMHC released the [HAF pre-application reference material](#), which set out HAF program parameters, detailed the application process, and a target application submission date of June 14, 2023. The program will run from the summer of 2023 until 2026, and targets 100,000 net-new permits being issued for housing units across Canada.

To participate, municipalities are required to develop a HAF Action Plan as the basis of their application. The Action Plan must set out a housing supply growth target as well as specific initiatives that the municipality will undertake to meet the growth target. Growth is measured by the number of permits issued for new units. In setting a growth target, municipalities are required to calculate their baseline growth for net-new permits based on historical data and then commit to accelerating this baseline growth by a minimum of 10 per cent over the next three years. The HAF Action Plan must identify a minimum of seven initiatives that will be undertaken to meet this growth target. All initiatives selected must be implemented and completed within two years of the commencement of the HAF program.

The HAF is distinctive from other federal intergovernmental funding programs in that, rather than underwriting or cost-sharing specific projects, it provides incentive funding directly to municipalities for committing to a growth target and undertaking the supporting initiatives. Once HAF funding is received, municipalities are free to choose how the funds are utilized, so long as it conforms with a broad range of permitted uses prescribed under the HAF program. This can include funding the initiatives committed to under the Action Plan, or broader capital investments in housing infrastructure and community-related infrastructure that supports housing. HAF funding must be spent within the four years of the program. The funding is stackable with most other federal funding and can also be used to displace municipal funds already committed in the budget.

An Action Plan must receive formal approval from Council, or designate, prior to the HAF contribution agreement being signed. Further, the Municipal Chief Financial Officer must also provide an attestation on the viability of the Action Plan at the time of submitting the application. If approved, the Action Plan will be incorporated into the contribution agreement between the municipality and CMHC. The draft HAF contribution agreement is contained in Attachment B.

The HAF program additionally requires that the municipality commit to preparing an updated housing needs assessment report, which must be completed by the third HAF reporting period in 2025. HAF participants must also commit to scheduled reporting to the CMHC annually on growth numbers, progress on initiatives, and how HAF funding has been utilized.

Value of HAF Funding

The amount of HAF funding an applicant will receive is based on a formula which prescribes a dollar value for each net-new permit set out in the housing supply growth target. All units created from HAF initiatives will receive the base funding of \$20,000 per unit. To incent certain types of units, some developments will receive additional top up funding. In addition to the base funding and top up funding, units that are considered affordable will receive an addition bonus. The following provides an overview of the HAF funding formula – Baseline + Top Up + Affordable.

Base		Top Up			Affordable
\$20K/unit	+	Close to Transit	\$15K/unit	+	\$19K/unit
		Missing Middle ¹	\$12K/unit		
		Other	\$7K/unit		

Generally, this formula seeks to incentivize permits for affordable multi-unit developments, providing less of an incentive for single detached homes, etc. The amount of funding is thus determined by the growth targets put forward in the Action Plan.

Disbursement and Conditions of Funding

If approved, HAF funds will be released to the Municipality in four equal payments. The first quarter HAF payment will be provided shortly after signing the HAF contribution agreement in the summer of 2023. Additional quarter payments will be released annually on the anniversary of the signing of the contribution agreement until the conclusion of the program in 2026.

There are no conditions for the release of the first quarter HAF payment in 2023 other than having the HAF application approved by the CMHC and signing the contribution agreement. For the second and third HAF payments in 2024 and 2025, the release of funding will be contingent on an assessment by the CMHC of whether the Municipality has implemented and completed the initiatives in the Action Plan. It is only the last HAF payment in 2026 where the release of funding will be contingent on an assessment of the Municipality’s performance in meeting its committed housing supply growth targets.

Under this framework, municipalities are encouraged to put forward aggressive, yet attainable housing supply growth targets and initiatives in their HAF Action Plans.

DISCUSSION

Since the Housing Accelerator Fund application information has been released, an interdepartmental team of HRM staff was established to determine an appropriate growth target and select key initiatives that will increase housing supply in HRM. Key factors that were considered included historical permit data, the scope of initiative, the speed in implementation and impact on the key housing types.

Permitted Unit Baseline

HAF Action Plans must include a calculation of permitted housing units projected without HAF support. Baseline permitting figures for HRM were developed using municipal building permit data for a 5-year period (2018-2022). Per the HAF program guidelines, permitted unit counts must reflect demolitions and conversions. Staff have calculated a 5-year annual average of 4,264 net-new permitted-units.² Because the HAF funding formula differentiates funding amounts based on unit type, the permitting baseline must also differentiate based on unit type. Therefore, proportional breakdowns for missing middle, affordable, multi-unit other and proximate to transit were calculated (see Table 1 below).

¹ Multi-unit housing characterized as missing middle refers to ground-oriented housing types. This includes garden suites, secondary suites, duplexes, triplexes, fourplexes, row houses, courtyard housing, low-rise apartments (4 storeys or less)

² CMHC has advised that baseline calculations can be done using a 3-to-5-year average. Net new permitted units by year break down as follows: 5,846 (2022); 4,951 (2021); 3,525 (2020); 4,005 (2019); 2,993 (2018).

Table 1: Permitted Unit Baseline³

	Single Detached	Missing Middle	Multi-Unit Other	Close to Transit ⁴	Total
Proportion	16.26%	11.46%	72.28%	0%	100%
Unit Count	693	489	3082	0	4,264

HRM's current housing supply figure of 206,465 dwellings reflects 2021 census data (200,619 dwellings) adjusted for dwellings added in the intervening period.

Housing Supply Growth Target

HAF Action Plans must also include a calculation of permitted housing units projected to occur with HAF support. HAF 'incented units' refers to the difference between two projections: (1) the number of permitted units that are anticipated without the support afforded by the HAF program (baseline) and (2) the number of permitted units that are anticipated with the support afforded by the HAF program (growth target). This calculation can be expressed as follows:

$$\text{permitted units with HAF (growth target)} - \text{permitted units without HAF (baseline)} = \text{HAF-incented units.}$$

This formula is meant to capture growth in housing supply attributable to the HAF program.

HAF incented permits have been projected by staff on an initiative-by-initiative basis. These projections represent staff's best assessment of the potential impact of the HAF initiatives. Staff note that permit applications are subject to external factors beyond municipal control that may undermine HRM's ability to meet projected numbers of net-new building permits issued.

Assuming the initiatives outlined below are endorsed by Council, HRM's increase in housing supply growth rate is projected to be 20.33%. A breakdown of growth targets by unit type is provided in Table 2 (see below).

Table 2: Housing Accelerator Growth Targets⁵

	Single Detached	Missing Middle	Multi-Unit Other	Close to Transit	Total
Proportion	15.38%	16.54%	59.23%	8.85%	100%
Unit Count	400	430	1540	230	2,600

HAF Initiatives

The recommended initiatives outlined below and further described in Attachment A, include a broad range of initiatives including operational initiatives that will impact all permits received as well as initiatives more focused on specific housing types such as small-scale residential, missing middle and transit-oriented development. Other areas of focus include supporting the development of affordable housing, supporting developments that include heritage conservation and supporting the conversion of non-residential uses.

³ Note that this table's figures represent net-new annual permitted units.

⁴ Conversations with CMHC regarding the HAF program definition for 'rapid transit' remain ongoing. Baseline unit numbers may be altered (for purposes of the application) if Halifax Transit's planned and/or existing routes are deemed to qualify.

⁵ Note that these growth targets reflect HAF incented units rather than total units generated during the life of the program.

Initiatives will also include components that encourage energy efficiency and developments that include reductions to greenhouse gas emissions. The following is a summary of each initiative, including budget, implementation date, number of incentivized units and estimated revenue from the HAF program. It is important to note that as of the writing of this report, staff have been unable to confirm if HRM will meet the threshold for what is considered “rapid transit”. Project budgets and HAF revenue are considered high level and as such the value of each initiative is subject to change. Table 3 (see below) provides a summary of proposed HAF initiatives.

Table 3: Housing Accelerator Fund Initiative Summary

No.	Short Description	Timeline	Units ^a	Budget*	HAF Revenue ^b
1	Streamline permitting processes and enhance customer support services	Sept 2023 to July 2025	750	\$6.85M	\$18.85M
2	Reduce upfront costs for permit applications	May 2023 to Oct 2023	750	\$0	\$18.85M
3	Facilitate non-residential to residential conversions	Apr 2023 to Apr 2025	300	\$2.53M	\$8.1M
4	Encourage development along rapid transit corridors	Jan 2023 to June 2025	200	\$205K	\$7M
5	Expedite heritage development agreements	Sept 2023 to June 2024	150	\$405K	\$4.3M
6	Program for small scale residential construction	Sept 2023 to May 2024	100	\$405K	\$3.2M
7	Permit fee reductions for small scale residential	Sept 2023 to Jan 2024	100	\$0	\$3.2M
8	Small scale pre-approved building plans	Sept 2023 to June 2024	100	\$935K	\$3.2M
9	Small scale multiple unit dwelling pre-approved building plans	Sept 2023 to June 2024	50	\$935K	\$1.6M
10	Expansion of affordable housing grant program	Sept 2023 to June 2024	50	\$405K	\$2.51M
11	Resource Surplus Land for Affordable Housing Program	Sept 2023 to June 2024	50	\$985K	\$2.51M
Total			2,600	\$13.66M	\$73.32M

^a Projected net-new HAF incented permitted units created by the initiative

^b Projected HAF program return means the amount of funding that will be generated by the initiative given the unit types involved

* Project budgets and HAF revenue are considered high level and as such the value of each initiative is subject to change.

Potential Support for Wildfire Relief

As staff have been working to complete this report, HRM has experienced a major wildfire in the Tantallon and Hammonds Plains areas that has destroyed many homes and properties. While many of HAF initiatives listed above will support the redevelopment of communities impacted by the wildfires, additional HAF

funding can be used to help redevelopment through removing permit fees and partnerships with the province and development community. As we begin to better understand the impact of the wildfires over the next several weeks and months, staff will work with stakeholders to establish programming to support the redevelopment of homes in these communities.

Next Steps

Should Council endorse the proposed HAF initiatives outlined in this report, an application will be submitted to CMHC by June 14, 2023. It is anticipated that CMHC will advise HRM in the late summer/early fall if the initiatives contained in the action plan have been approved and the final funding. Once approved and the contribution agreement is signed, staff will proceed with implementing each initiative.

FINANCIAL IMPLICATIONS

The initiatives identified in this report will be funded using the HAF installments. Should the application be approved for funding by CMHC, it is anticipated that \$18.32M in funding will be provided in the summer of 2023. There are conditions for the release of HAF funding for the three remaining quarter payments in 2024, 2025, and 2026. The release of HAF quarter payments for 2024 and 2025 will be based on an assessment of whether the Municipality is achieving milestones for implementing the initiatives committed to in the Action Plan. The release of the last HAF quarter payment in 2026 will be contingent on an assessment of the Municipality's performance in meeting its housing supply growth targets.

Once the funds are dispersed to achieve the HAF Initiatives outlined in Attachment A of this report, any remaining funds can be used by Regional Council towards any project that fits the funding parameters as outlined in Attachment C. Further information on potential projects which would benefit from this funding will be brought forward as part of budget and business planning, as the initiatives progress and staff can confirm the funding has been secured.

Schedule of Anticipated Revenue

Year 1 \$18.32M
Year 2 \$18.32M
Year 3 \$18.32M
Year 4 \$18.32M

Schedule of Initiative Expenses

Year 1 \$6.65M
Year 2 \$14.54M
Year 3 \$12.47M
Year 4 \$0

The schedule of initiative expenses is considered preliminary and subject to change as initiatives are further developed and subject to a further financial analysis. Note the total expenses are higher than in table 3 as they are inclusive of full salary costs (which are pro-rated in year 1) and estimated \$20M required for initiative 6 is spread over Year 2 and 3 (but not included in table 3 above). It is further important to note that expenses do not include loss of revenue resulting in reducing permit fees outlined in initiative 7. While permit fees will vary on the size and scope of the project, on the high end the cost for permits for a larger secondary and backyard suite would equal \$1,444 per permit, not inclusive of the Halifax Water Regional Development Charge. The financial impact of reducing permit fees for small scale residential uses will be further discussed in a separate report should Council wish to proceed with this initiative.

There is a total of 33 new positions estimated to be required for all the initiatives included in the action plan. Some of the staffing positions identified as part of the Housing Initiatives, as noted in Table 3 and in attachment A, are positions that Planning & Development will create for a short period for the purposes of implementing these new initiatives, so that existing operations can be maintained. A total of approximately

21 new FTEs at approximately \$6,230,000, are anticipated to permanent positions that would continue beyond the 4-year program timeline.

If it is determined there is any benefit to extending positions beyond the 2-year period, to improve implementation of POSSE, address customer service, key performance indicators, and support housing policy and programs, this will be brought back to Regional Council at a later date. Extensions to these positions could be requested as part of Budget and Business Planning over 2024-2025 and 2025-2026. The Housing Accelerator Fund can be used to fund any potential extensions, for the duration of the program. Further rationalization of staff is expected to happen before these requests occur to ensure there is no duplication between staff positions and efficiencies have been generated.

RISK CONSIDERATION

Staff have sought to select initiatives within the control of the Municipality which can be implemented within the necessary timeframes. HRM is responsible for completion of all initiatives within a two-year timeframe and there are significant risks that work could be delayed or not completed due to resource constraints. Completing most of the 11 initiatives is predicated on the hiring 33 net new positions. Delays or missed milestones can result in later HAF funding being withheld or potentially clawed back. Should there be allocated funds that are clawed back or reduced there is no identified funding source for such repayments or for HRM to complete the initiatives.

Staff have sought to put forward an ambitious but realistic housing supply growth target in the Action Plan. However, there are many factors which will impact the rate of growth for new permits in HRM over the period covered by the HAF program, many of which are outside the control of the Municipality. Finally, should the Municipality fail to achieve the Action Plan growth target, then there is again a risk that some or all of the HAF funding for the final quarter payment may be withheld or reduced.

COMMUNITY ENGAGEMENT

Due to the tight timeline for the HAF application, no formal community engagement was completed for this report. Community and stakeholder engagement will be undertaken over the next year for select initiatives identified in Attachment A.

ENVIRONMENTAL IMPLICATIONS

Many of the proposed initiatives will support environmental priorities of the Municipality, including encouraging adaptive reuse, energy efficiency in new construction and focusing development with access to rapid transit.

ALTERNATIVES

1. Halifax Regional Council could amend the housing supply growth target and/or the initiatives to be put forward in the HAF Action Plan. This is not recommended as the growth targets and initiatives were strategically selected following consultations with CMHC to best respond to the specific requirements of the HAF program.
2. Halifax Regional Council may decide to not approve the submission of a HAF Action Plan, along with additional required documentation, to the CMHC under the HAF program. This is not recommended as participation in the HAF program is well aligned with several Council priorities and strategic outcomes and presents an opportunity for the municipality to receive sizeable federal funding that can be put towards a broad range of municipal projects.

ATTACHMENTS

Attachment A	Proposed HAF Initiatives
Attachment B	Draft HAF Contribution Agreement
Attachment C	List of HAF Funding Categories and Examples

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

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Attachment A: Proposed HAF Initiatives

Initiative No.1 | Streamlined permitting processes & enhanced customer support

Overview

In 2020, HRM adopted a new online permitting system. While this tool has been successful in improving the permit review process, more could be done to better streamline the review process. Possible updates include changes to the workflow review, auto issuance of permits and enhancements to the customer portal, customer service training, as well as a process to establish a permit hierarchy, where permits for residential units are prioritized based on the inclusion of Affordability, Missing Middle, Multi-Units. This initiative will also include the ability to establish a more permanent team devoted to ensuring efficiency in the permit processing system.

Financial Summary

Total Budget	\$6,845,550	HAF Revenue	\$18,850,000
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Incented Units

Affordable	Missing Middle	Multi-Unit Other	Transit	Single Detached	Total
0	0	550	0	200	750

Milestones

Activity	Timeframe
Creation and resourcing of program group. ¹	Sept 2023 to Jan 2024
Prioritization of permit workflow & approval process improvements	Jan 2024 to June 2024
Implementation of 2 key (low complexity) improvements to permitting	June 2024 to July 2025

Budget

Expenditure	Projected Cost
HRM/consulting resources (over 2 years)	\$4,450,000
Vendor resources and technical changes/enhancements	\$2,300,000
Customer service training	\$100,000
Awareness campaign <i>value of \$50,000 divided over the 11 initiatives and will include dedicated communications staff</i>	\$4,550

¹ Steps include creating recruitment plan for program team, writing job descriptions, posting, and hiring staff and creating functional teams within program.

Initiative No.2 | Reduced upfront costs for permit applications

Overview

This initiative will reduce upfront costs for developers by ending the practice of requiring payment in full of building permit fees prior to accepting an application. A processing fee in the amount of 25% of the permit fees will be accepted with the permit application for larger multi-unit residential developments. The balance of the fee will be required when the applicant is ready to begin construction, with an option to defer payment in full until occupancy

Financial Summary

Total Budget	\$4,550	HAF Revenue	\$18,850,000
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Incented Units

Affordable	Missing Middle	Multi-Unit Other	Transit	Single Detached	Total
0	0	550	0	200	750

Milestones

Activity	Timeframe
Council approval of fee structure by-law	Complete – May 2023
Update permit software and train staff	May 2023 to July 2023
Awareness Campaign	May 2023 to Oct 2023

Budget

Expenditure	Projected Cost
Awareness campaign <i>value of \$50,000 divided over the 11 initiatives and will include dedicated communications staff</i>	\$4,450

Initiative No.3 | Non-residential to residential conversion

Overview

Encouraging the conversion of under-utilized non-residential buildings to residential use has proven a successful tool for increasing residential stock in other jurisdictions. This initiative will focus on encouraging the conversion of non-residential buildings through providing flexibility in land use by-law requirements to allow ease in conversion, mapping exercise to identify properties that are either underutilized or more appropriate for residential conversion based on building code requirements, developing a system to expediate processing for permits and exploring options for financial incentives, including the removal of development charges.

Financial Summary

Total Budget	\$2,529,550	HAF Revenue	\$8,100,000
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Incented Units

Affordable	Missing Middle	Multi-Unit Other	Transit	Single Detached	Total
0	0	300	0	0	300

Milestones

Activity	Timeframe
Remove land use by-law barriers	June 2023 to Jan 2024
Resourcing of program group <i>completed in conjunction with Initiative 1</i>	Sept 2023 to Jan 2024
Establish/implement funding program	Jan 2024 to Apr 2024
Refine opportunities and barriers	Apr 2023 to Apr 2024
Pilot on opportunity parcels	Apr 2023 to Apr 2025
Awareness campaign	Apr 2024 to Aug 2025

Budget

Expenditure	Projected Cost
HRM staff resources	\$525,000
Financial assistance	\$2,000,000
Awareness campaign <i>value of \$50,000 divided over the 11 initiatives and will include dedicated communications staff</i>	\$4,550

Initiative No.4 | Encourage development along bus rapid transit corridors

Overview

The Integrated Mobility Plan, adopted by HRM in 2017 identified several Transit Priority Corridors in the Municipality to increase access to reliable and efficient transit in urban areas and growth nodes in the municipality. This initiative will focus on creating incentives, such as expediting permit approvals, along major corridors, such as the Robie Young corridor which is major route connecting more suburban neighbourhoods to the downtown core.

Financial Summary

Total Budget	\$204,550	HAF Revenue	\$7,000,000
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Incented Units

Affordable	Missing Middle	Multi-Unit Other	Transit	Single Detached	Total
0	0	0	200	0	200

Milestones

Activity	Timeframe
Creation and resourcing of program group <i>completed in conjunction with Initiative 1</i>	Sept 2023 to Jan 2024
Engage with property owners along corridor	Nov 2023 to Mar 2024
Develop and implement incentive program.	Jan 2024 to June 2025

Budget

Expenditure	Projected Cost
HRM staffing resources	\$200,000
Awareness campaign <i>value of \$50,000 divided over the 11 initiatives and will include dedicated communications staff</i>	\$4,550

Initiative No.5 | Heritage development agreements

Overview

Through this initiative additional heritage planning staff will be hired to process applications under the recently adopted Policy CH-7A of the Regional Plan incentivizes the preservation of heritage buildings by allowing significant new development to be integrated with or built on the same site of heritage buildings. Examples of new development under this policy range from two or three accessory units to 200+ new apartment units on larger sites.

Financial Summary

Total Budget	\$404,550	HAF Revenue	\$4,300,000
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Incented Units

Affordable	Missing Middle	Multi-Unit Other	Transit	Single Detached	Total
0	50	100	0	0	150

Milestones

Activity	Timeframe
Implementation of Policy CH-7A	Complete – Nov 2023
Resourcing of program group	Sept 2023 to Jan 2024
Refine planning approval process	Nov 2023 to Jun 2024

Budget

Expenditure	Projected Cost
HRM staffing resources (over 2 years)	\$400,000
Awareness campaign <i>value of \$50,000 divided over the 11 initiatives and will include dedicated communications staff</i>	\$4,550

Initiative No.6 | Program for small scale residential

Overview

Small scale residential units, such as auxiliary dwelling units and tiny homes are an important form of gentle density and provide important housing forms to allow for complete communities. However, the cost for construction can be a significant barrier in their development. This initiative will focus on establishing programs to reduce upfront and other related costs for the development of small-scale residential uses such as tiny homes, secondary suites, and backyard suites. This initiative will either require collaboration with the provincial government or a third-party entity. Additional funding may also target buildings that exceed energy efficiency requirements and target households in need of affordable housing.

Financial Summary

Total Budget	\$404,550	HAF Revenue	\$3,200,000
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Incented Units

Affordable	Missing Middle	Multi-Unit Other	Transit	Single Detached	Total
0	100 ²	0	0	0	100

Milestones

Activity	Timeframe
Creation and resourcing of program group <i>completed in conjunction with Initiative 1</i>	Sept 2023 to Jan 2024
Establish entity for program	Sept 23 to Jan 2024
Establish framework for the program	Jan 2024 to May 2024
Implement program	May 2024
Awareness Campaign	May 2024 to ongoing

Budget

Expenditure	Projected Cost
HRM staffing resources (over 2 years)	\$400,000
Financing	\$20,000,000 ³
Awareness campaign <i>value of \$50,000 divided over the 11 initiatives and will include dedicated communications staff</i>	\$4,550

² A total of 300 units are anticipated through the combination of initiatives 6, 7 and 8

³ \$20,000,000 will be required to set up the loan program only and is expected to be returned as revenue is generated through the program. As such this value is not included in the total budget for this initiative.

Initiative No.7 | Permit fee reduction for small scale residential

Overview

Small scale residential units, such as auxiliary dwelling units and tiny homes are an important form of gentle density and provide important housing forms to allow for complete communities. However, the cost for construction can be a significant barrier in their development. Through this initiative HRM will consider removing the permit processing fees or significantly reduce such fees for small scale residential uses including tiny homes, secondary suites, and backyard suites. This initiative would be limited to the lifetime of the HAF program. The permit fees for such uses will return after 2026.

Financial Summary

Total Budget	\$4,550	HAF Revenue	\$3,200,000
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Incented Units

Affordable	Missing Middle	Multi-Unit Other	Transit	Single Detached	Total
0	100 ⁴	0	0	0	100

Milestones

Activity	Timeframe
Amend fees by-law	Sept 23 – Jan 2024
Awareness campaign	Jan 2024 - ongoing

Budget

Expenditure	Projected Cost
Awareness campaign <i>value of \$50,000 divided over the 11 initiatives and will include dedicated communications staff</i>	\$4,550

⁴ A total of 300 units are anticipated through the combination of initiatives 6, 7 and 8

Initiative No.8 | Small scale pre-approved building plans (trusted partners)

Overview

Small scale residential units, such as auxiliary dwelling units and tiny homes are an important form of gentle density and provide important housing forms to allow for complete communities. However, the cost for construction can be a significant barrier in their development and delay in permit reviews can exacerbate such costs. This initiative will establish a partnership with a select number of local developers who will receive expediated permit processing/approval for small scale residential uses such as tiny homes, secondary suites and backyard suites.

Financial Summary

Total Budget	\$934,550	HAF Revenue	\$3,200,000
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Incented Units

Affordable	Missing Middle	Multi-Unit Other	Transit	Single Detached	Total
0	100 ⁵	0	0	0	100

Milestones

Activity	Timeframe
Creation and resourcing of program group <i>completed in conjunction with Initiative 1</i>	Sept 23 – Jan 2024
Update land use by-law provisions	Jun 23 – Jan 2024
Establish partnership with local developers	Jan 2024 – May 2024
Establish review process	May 2024 – June 2024
Awareness campaign	June 2024 - ongoing

Budget

Expenditure	Projected Cost
HRM staff resources	\$780,000
Trusted partner development	\$150,000
Awareness campaign <i>value of \$50,000 divided over the 11 initiatives and will include dedicated communications staff</i>	\$4,550

⁵ A total of 300 units are anticipated through the combination of initiatives 6, 7 and 8.

Initiative No.9 | Small scale multiple unit dwelling pre-approved building plans/trusted partners

Overview

This initiative will establish a partnership with a select number of local developers who will receive expediated permit processing/approval for small scale multiple units within select areas of the Regional Centre.

Financial Summary

Total Budget \$934,550 **HAF Revenue** \$1,600,000

Incented Units

Affordable	Missing Middle	Multi-Unit Other	Transit	Single Detached	Total
0	50	0	0	0	50

Milestones

Activity	Timeframe
Creation and resourcing of program group. <i>completed in conjunction with Initiative 1</i>	Sept 2023 to Jan 2024
Identify Potential Properties	Sept 2023 to Jan 2024
Establish Partnership with Local Developers	Jan 2024 to May 2024
Establish Review Process	May 2024 to June 2024
Awareness Campaign	June 2024 - ongoing

Budget

Expenditure	Projected Cost
HRM Staff Resources <i>value of \$1,560,000 shared with initiative 8</i>	\$780,000
Trusted Partner Development <i>value of \$300,000 shared with initiative 8</i>	\$150,000
Awareness campaign <i>value of \$50,000 divided over the 11 initiatives and will include dedicated communications staff</i>	\$4,550

Initiative No.10 | Expand affordable housing grant program

Overview

Over the past several years HRM has expanded policies and programs to support development of affordable housing especially housing developed through the non-profit sector. In 2020, HRM created the Affordable Housing Grant Program as a means to allocate cash-in-lieu for affordable housing collected through our density bonus program. While this program has funded several projects, much work is required to refine the scope of the program. This initiative will focus on refining HRM's Affordable Housing Grant Program including expanding the program to include private businesses to support the development of affordable housing. This initiative may also include the provision of additional funds to be disbursed as part of the program.

Financial Summary

Total Budget	\$404,550	HAF Revenue	\$2,510,000
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Incented Units

Affordable	Missing Middle	Multi-Unit Other	Transit	Single Detached	Total
50	10	20	20	0	50

Milestones

Activity	Timeframe
Creation and resourcing of program group. <i>completed in conjunction with Initiative 1</i>	Sept 2023 to Jan 2024
Establish Best Practices	Jan 2024 to April 2024
Engage with Stakeholders	Jane 2024 to June 2024
Establish and Implement Framework of the Program	April 2024 to August 2024
Awareness Campaign	June 2023 - ongoing

Budget

Expenditure	Projected Cost
HRM Staff Resources	\$400,000
Financing <i>Unallocated HAF funding may be used to supplement affordable housing reserve</i>	TBD
Awareness campaign <i>value of \$50,000 divided over the 11 initiatives and will include dedicated communications staff</i>	\$4,550

Initiative No.11 | Resource surplus land for affordable housing program

Overview

In 2020, HRM created a surplus land program specific for the development of affordable housing. While there are currently 5 properties that have been designated in this category, there are currently no resources to establish the program. This initiative would set aside funding to establish and refine the program.

Financial Summary

Total Budget	\$984,550	HAF Revenue	\$2,510,000
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Incented Units

Affordable	Missing Middle	Multi-Unit Other	Transit	Single Detached	Total
50	20	20	10	0	50

Milestones

Activity	Timeframe
Creation and resourcing of program group. <i>completed in conjunction with Initiative 1</i>	Sept 2023 to Jan 2024
Establish Best Practices	Jan 2024 to April 2024
Establish and Implement Framework of the Program	April 2024 to August 2024
Awareness Campaign	June 2023 - ongoing

Budget

Expenditure	Projected Cost
HRM Staff Resources	\$880,000
Property Related Fees	\$100,000
Awareness campaign <i>value of \$50,000 divided over the 11 initiatives and will include dedicated communications staff</i>	\$4,550

HOUSING ACCELERATOR FUND CONTRIBUTION AGREEMENT

THIS AGREEMENT is made between **CANADA MORTGAGE AND HOUSING CORPORATION** ("CMHC") and **[NAME OF RECIPIENT]** ("Recipient") (collectively the "Parties" and individually a "Party") with respect to the geographic and local area known as **[NAME OF MUNICIPALITY]** (the "Community").

WHEREAS:

- A. Canada faces a severe shortage of homes reducing the availability and affordability of housing.
- B. To address the housing shortage, among other measures, the Government of Canada introduced a housing accelerator fund ("HAF") in the 2022 federal budget that is intended to create more supply of housing at an accelerated pace and enhance certainty in the approvals and building process.
- C. CMHC is delivering HAF on behalf of the Government of Canada.
- D. CMHC is an agent of His Majesty in right of Canada pursuant to the *Canada Mortgage and Housing Corporation Act*, R.S.C. 1985, c. C-7, as amended, and is entering into this Agreement in that capacity and pursuant to the *National Housing Act*, R.S.C. 1985, c. N-11, as amended.
- E. The Recipient has applied to receive funding under HAF and, in support of its application, has submitted a proposed action plan that sets out the action items, initiatives and targets that the Recipient will undertake and/or achieve to remove systemic barriers to housing supply and boost supply in the Community.
- F. CMHC has approved the Recipient's application, including the proposed action plan, on the condition, *inter alia*, that the Recipient enters into this Agreement with CMHC.

NOW THEREFORE for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Interpretation

1.1 Definitions

In this Agreement, including in the Schedules hereto, the following terms shall have the following meanings:

- (i) "**Additional Targets**" means the additional targets for housing types listed in Section B(ii) of the Approved Action Plan.
- (ii) "**Applicable Laws**" means, with respect to any person, property, transaction or event, all present or future applicable laws, statutes, regulations, rules, orders, codes, treaties, conventions, judgments, awards, determinations and decrees of any governmental, regulatory, fiscal or monetary body or court of competent jurisdiction in any applicable jurisdiction.
- (iii) "**Approvals**" means all permits, consents, orders, waivers, applications, authorizations, licences, certificates, approvals, registrations, franchises, rights, privileges and exemptions or the like issued or granted by the Recipient and/or related statutory approval authorities with respect to matters relating to new construction, including but not limited to, subdivision, land use planning decisions, zoning and building and occupancy permits.

- (iv) **“Business Day”** means any day other than a Saturday, a Sunday, or a statutory, civic or bank holiday in the Province of Ontario and/or in the province or territory where the Community is located.
- (v) **“Capital Project”** means a project of a capital nature funded or partially funded by HAF Funding.
- (vi) **“Effective Date”** means the date the Recipient executes this Agreement.
- (vii) **“Housing Needs Assessment Report”** means a report informed by data and in-depth research that describes the current and future housing needs of the Community.
- (viii) **“Housing Supply Growth Target”** means the total number of projected net new housing units set out in Section B(i) of the Approved Action Plan.

1.2 Schedules

The following schedules are attached to, and form part of this Agreement as well as such other schedules as may be added with the Parties’ approval (each, a **“Schedule”**):

Schedule A	Approved Action Plan
Schedule B	HAF Funding

In the event of inconsistency between a Section or Sections of this Agreement and any Schedule, the Schedule prevails.

2. Term of the Agreement

This Agreement will be effective for the period commencing on the Effective Date and ending on the fourth anniversary of the Effective Date (the **“Term”**), provided that the expiry of the Term will not relieve the Recipient from completing any obligations under this Agreement, which remain outstanding as of the fourth anniversary of the Effective Date, including but not limited to, any reporting obligations.

3. Approved Action Plan and Commitments

3.1 The Parties agree that the Recipient has submitted a proposed action plan that has been approved by CMHC, and the relevant provisions of the approved action plan are included in Schedule A (the **“Approved Action Plan”**).

3.2 Section A of the Approved Action Plan sets out the various initiatives and action items that the Recipient has committed to undertake and complete (together, the **“Initiatives”**).

3.3 Section B of the Approved Action Plan sets out the Housing Supply Growth Target and the Additional Targets that the Recipient has committed to achieve.

3.4 The completion of the Initiatives, the achievement of the Housing Supply Growth Target and the Additional Targets, and the submission of a Housing Needs Assessment Report are collectively referred to in this Agreement as the **“Commitments”**.

3.5 The Recipient will undertake and complete the Initiatives and the Housing Needs Assessment Report, as applicable, by no later than the second anniversary of the Effective Date.

3.6 The Recipient will achieve the Housing Supply Growth Target and the Additional Targets by no later than the third anniversary of the Effective Date.

3.7 The Recipient agrees to undertake and complete the Commitments subject to the terms and conditions of this Agreement.

3.8 The approval of the Approved Action Plan by CMHC does not relieve the Recipient from performing its own due diligence to ensure that it has the necessary authority to undertake the Commitments.

3.9 The Recipient is solely responsible for obtaining any approvals which may be required to implement the Commitments in the timeline necessary to meet the deadlines for completion, as set out in this Section 3.

4. Conditions to HAF Funding

4.1 Subject to the satisfaction of the following conditions by the Recipient, which conditions apply to each advance, CMHC agrees to advance HAF funding to the Recipient in the amount and pursuant to the advance schedule set out in Schedule B (“**HAF Funding**”):

- (i) The Recipient is in compliance with the terms and conditions of this Agreement;
- (ii) The Recipient has delivered all reporting required up to the date of the advance and CMHC, acting reasonably, is satisfied therewith;
- (iii) CMHC, acting reasonably, is satisfied with the Recipient’s progress on the implementation and achievement of the Commitments; and
- (iv) As a condition of the fourth advance only, the Recipient has achieved the Housing Supply Growth Target and the Additional Targets.

4.2 The Recipient acknowledges that payment of an advance by CMHC is not a determination by CMHC that the Recipient has complied with the foregoing conditions of funding for that advance. CMHC may reduce or withhold future advances or request repayment of an advance where it is determined that the Recipient was not in compliance with the conditions of funding at the time of an advance.

5. Use of HAF Funding

5.1 The Recipient may use HAF Funding for any of the following purposes (each of which is a “**Permitted Use**”).

<i>Investments in HAF action plans:</i> <ul style="list-style-type: none">- any initiative included in the Approved Action Plan <i>Investments in affordable housing:</i> <ul style="list-style-type: none">- construction of affordable housing- repair or modernization of affordable housing- land or building acquisition for affordable housing <i>Investments in housing-related infrastructure:</i> <ul style="list-style-type: none">- drinking water infrastructure that supports housing	<ul style="list-style-type: none">- community energy systems that support housing- disaster mitigation that supports housing- brownfield redevelopment that supports housing- broadband and connectivity that supports housing- capacity building that supports housing- site preparation for housing developments <i>Investments in community-related infrastructure that supports housing:</i> <ul style="list-style-type: none">- local roads and bridges that supports housing
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<ul style="list-style-type: none"> - wastewater infrastructure that supports housing - solid waste management that supports housing - public transit that supports housing 	<ul style="list-style-type: none"> - sidewalks, lighting, bicycle lanes that supports housing - firehalls that support housing - landscaping and green space that supports housing
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5.2 The Recipient agrees that it will not use any portion of HAF Funding for any purpose, including any Capital Project, which is not a Permitted Use and that the Recipient will promptly return any portion of HAF Funding used for a purpose which is not a Permitted Use.

5.3 The Recipient acknowledges and agrees that it must spend HAF Funding prior to the fourth anniversary of the Effective Date and that, at CMHC’s request, it will promptly return any portion of HAF Funding that it has not spent by the fourth anniversary of the Effective Date to CMHC.

5.4 The Recipient will report on its use of HAF Funding in accordance with the reporting requirements set out in Section 6.1.

6. Reporting

6.1 The Recipient will report to CMHC in the following intervals using the prescribed reporting forms to be provided to the Recipient by CMHC:

- (i) no later than 6 months following the Effective Date: submission of a signed attestation;
- (ii) prior to each subsequent advance and within 60 days following the first, second and third anniversary of the Effective Date, respectively: submission of a signed attestation, a progress report on each of the Commitments, a report on the permit data and a report on the use of HAF Funding; and
- (iii) within 90 days following the fourth anniversary of the Effective Date: submission of a report on the use of HAF Funding,

and all such reports will be submitted through an electronic upload into the portal established by CMHC or such other delivery method required by CMHC from time to time.

6.2 The Recipient acknowledges and agrees that:

- (i) CMHC may, in its sole discretion and acting reasonably, change the deadline for the submission of the reports, with prior written notice;
- (ii) CMHC may, in its sole discretion and acting reasonably, request additional reports from those listed in Section 6.1; and
- (iii) once submitted to CMHC, the Recipient will make the reports listed in Section 6.1 public in an open, transparent, effective and timely manner through means deemed appropriate by the Recipient, acting reasonably. For greater certainty, the Recipient must make each report public within one year from the date of submission to CMHC.

6.3 In addition to the reporting listed in Section 6.1, the Recipient will update CMHC, no less frequently than twice per year, with any new material information known to the Recipient regarding any previously disclosed Capital Project or any new Capital Project.

7. CMHC's Rights

7.1 If the Recipient is not able to satisfy the conditions for an advance set out in Section 4.1, then CMHC may, in its sole discretion, withhold HAF Funding or reduce HAF Funding or require repayment of all or any portion of HAF Funding.

7.2 The Recipient's eligibility for HAF Funding does not constitute an assurance that it will be approved for other forms of CMHC funding or other federal assistance.

7.3 HAF Funding may be combined with financial support from other CMHC or federal programs unless restricted in such other programs.

7.4 HAF Funding will not be considered as local or provincial/territorial cost-matching under the existing CMHC-Provincial/Territorial Bilateral Agreements, if applicable.

7.5 If the Recipient (or a representative thereof) does not comply with the terms and conditions of this Agreement, or commits fraud, misconduct, criminal acts, gross negligence, misrepresentation or willful misconduct in respect of any matter related to this Agreement, then CMHC may immediately terminate this Agreement and declare HAF Funding to be repayable to CMHC in whole or in part and may exercise any other rights and remedies it has by operation of law or equity.

7.6 CMHC and any of its officers, employees and agents, each acting reasonably, shall have the right to request any information relating to the Recipient's compliance with this Agreement during the Term and for a period of two years following the expiry of the Term.

8. Recipient's Representations and Warranties

The Recipient represents and warrants to CMHC, as of the Effective Date, that:

- (i) all information provided to CMHC in the Approved Action Plan, application and any supporting documentation is true and correct;
- (ii) it has the requisite power, authority and capacity to execute, deliver and perform its obligations under this Agreement and this Agreement constitutes a legal, valid, and binding obligation of the Recipient;
- (iii) it has obtained all necessary approvals and other actions whatsoever required as to the Effective Date in connection with the execution and delivery of this Agreement except for any approvals required to implement any Commitments which the Recipient has yet to obtain; and
- (iv) it has the authority to issue Approvals for the Community.

The Recipient acknowledges that CMHC is relying on such representations and warranties without independent investigation.

9. Costs

The Recipient is responsible for its own costs and expenses incurred in connection with the preparation, execution and enforcement of this Agreement.

10. Liability and Indemnity

10.1 CMHC shall not be liable to the Recipient or any other party in relation to HAF Funding. To the extent the Recipient engages or retains any third party in respect of its obligations under this Agreement, the Recipient shall remain liable to CMHC for the fulfillment of its obligations under this Agreement.

10.2 The Recipient agrees to indemnify and save harmless the Government of Canada, CMHC, its officers, directors and employees against all claims, demands, actions, suits or other proceedings of any nature whatsoever arising from or as consequence of or relating to (a) any breach by the Recipient of its obligations, or any misrepresentation by the Recipient under this Agreement; or (b) any act or failure to act on the part of the Recipient in connection with HAF Funding whether or not CMHC is named as a party.

11. Official Languages

The Recipient acknowledges and understands that CMHC is governed by the *Official Languages Act* (R.S.C., 1985, c.31 (4th Supp.)), as may be amended ("**Official Languages Act**") and follows related Treasury Board policies. The Recipient agrees to co-operate with CMHC to take any measures necessary to ensure compliance with the *Official Languages Act*.

12. General

12.1 This Agreement, including the Schedules, comprise the entire agreement entered into between the Parties with respect to the subject matter hereof.

12.2 The Parties acknowledge that, pursuant to the *Financial Administration Act* (Canada) and, for greater certainty, notwithstanding any other provisions of this Agreement, the obligations of CMHC to make any advance under this Agreement, including HAF Funding, are subject to there being a Parliamentary appropriation for the fiscal year in which the advance is to be made. CMHC has no liability in case of no or insufficient appropriations for HAF Funding or any part thereof.

12.3 Delivery of notice under this Agreement shall be effective on the day following transmission by e-mail to the Parties at the e-mail addresses set out on the signature pages of this Agreement.

12.4 The parties acknowledge that CMHC may wish, at its discretion, to participate in any public communications relating to this Agreement undertaken by the Recipient. Prior to any public communications (including announcements), the Recipient must (i) notify CMHC in writing of any such communications at least thirty (30) Business Days prior to such communications and (ii) if so requested by CMHC in writing, permit CMHC to participate in such communications. Notwithstanding the foregoing, it is understood that this Section does not apply to any public communications arising from the reporting obligations outlined in Section 6.2 (iii) above.

12.5 If requested by CMHC, the Recipient shall publicly acknowledge CMHC's and the Government of Canada's HAF Funding in a manner acceptable to CMHC, acting reasonably.

12.6 CMHC and/or the Government of Canada may publicize details of the Recipient's use of HAF Funding, including any Capital Project, and by signing this Agreement, the Recipient consents to such disclosure and will cooperate with CMHC and/or the Government of Canada as appropriate to facilitate such publication.

12.7 Without limiting the reporting obligations found within this Agreement, the Recipient will cooperate with CMHC and provide such additional information in respect of the Recipient's obligations under this Agreement as CMHC may reasonably require from time to time.

12.8 This Agreement may be amended only by written agreement of CMHC and the Recipient, including, for greater certainty, amendments by exchange of e-mailed communications between the Parties that expressly includes the consent of each Party to the amendment.

12.9 The Recipient shall not assign this Agreement without the written consent of CMHC.

12.10 The Recipient shall comply with all Applicable Laws, regulations, and all requirements of regulatory bodies having jurisdiction over the subject matter of the Agreement.

12.11 This Agreement will be governed by and construed in accordance with the laws of the province or territory where the Community is located and the federal laws of Canada applicable therein.

12.12 The Parties' rights and obligations, which by their nature, extend beyond the termination of this Agreement, will survive any termination of this Agreement.

12.13 If, for any reason, a provision of this Agreement that is not a fundamental term is found by a court of competent jurisdiction to be or to have become invalid or unenforceable, in whole or in part, it will be deemed to be severable and will be deleted from this Agreement, but all other provisions of this Agreement will continue to be valid and enforceable.

12.14 The failure of CMHC to insist on strict compliance with one or more of the terms of this Agreement shall not constitute a waiver of its right to enforce those terms at a later date. No provision of this Agreement shall be deemed to have been waived as a result of a breach by either Party of the provisions of this Agreement, unless such waiver is in writing and signed by CMHC. Any such waiver shall not be deemed a waiver for a subsequent breach of the same or any other provision of this Agreement.

12.15 Nothing in this Agreement is to be construed as authorizing one Party to contract for or incur any obligation on behalf of the other or to act as agent for the other. No Party will use the name, logo or marks of the other Party without the prior express written consent of that other Party, except as otherwise provided for in this Agreement.

12.16 Any reference to "Applicant" or "applicant" in the application has the same meaning as the "Recipient" as defined in this Agreement.

12.17 If the date for the doing of any act hereunder falls on a day other than a Business Day, such date shall be extended to the first Business Day following such day.

12.18 This Agreement may be executed in counterparts (and by different parties hereto on different counterparts), each of which shall constitute an original, but all of which when taken together shall constitute a single Agreement. Delivery of an executed counterpart of a signature page of this Agreement by telecopy, emailed pdf or any other electronic means shall be effective as delivery of a manually executed counterpart of this Agreement. The words "execution," "signed," "signature," "delivery," and words of like import in or relating to this Agreement shall be deemed to include a scanned and electronically transmitted copy of a "wet ink" signature, any electronic symbol or process attached to, or associated with, a contract or other record and adopted by an individual with the intent to sign, authenticate or accept such contract or record on behalf of a party, whether delivered by facsimile, e-mail, or through an information system (each an "Electronic Signature"), deliveries or the keeping of records in electronic form, each of which shall be of the same legal effect, validity or

enforceability as a manually executed signature, physical delivery thereof or the use of a paper-based recordkeeping system, as the case may be, to the extent and as provided for in any Applicable Laws.

12.19 Any reference in this Agreement to gender includes all genders and words importing the singular include the plural and vice versa. The division of this Agreement into Sections and Schedules and the insertion of headings are for convenient reference only and are not to affect or be used in the construction or interpretation of this Agreement.

[Signature pages follow]

CONFIDENTIAL SAMPLE

IN WITNESS WHEREOF the Parties agree to the terms and conditions of this Agreement as of the Effective Date.

CANADA MORTGAGE AND HOUSING CORPORATION

Name:

Title:

Name:

Title:

Email: HAF-FACL@cmhc-schl.gc.ca

We have the authority to bind the corporation.

*CMHC signature page for Housing Accelerator Fund Contribution Agreement
between CMHC and [insert name of Recipient]*

[RECIPIENT]

Name:

Title:

Name:

Title:

Email: []¹

I/We have the authority to bind the Recipient.

The Recipient has executed this Agreement on the ____ day of _____, 2023.²

*Recipient signature page for Housing Accelerator Fund Contribution Agreement
between CMHC and Recipient*

¹ This e-mail address is for receipt of written notices pursuant to Section 12.3 and other communication under this Agreement. Accordingly, the e-mail address should be the e-mail address designated by the Recipient for the receipt of such communications. It will be up to the Recipient to ensure this e-mail address is monitored for such purposes.

² Recipient to insert the date that it signs the Contribution Agreement.

SCHEDULE A
Approved Action Plan

Section A - Initiatives	
Initiative 1	[insert - name]
Start Date	[insert]
Completion Date	[insert]
Expected Results	[insert – estimated number of permitted units the initiative will incent within the 3-year projection period]
Milestone 1	[insert - name]
Start Date	[insert]
Completion Date	[insert]
Milestone 2	[insert - name]
Start Date	[insert]
Completion Date	[insert]
Section B – Targets	
<p>i. The Recipient agrees to a Housing Supply Growth Target of [insert] permitted housing units.</p> <p>ii. The Recipient agrees to the following Additional Targets:</p> <ul style="list-style-type: none"> • [insert] multi-unit housing units in close proximity to rapid transit • [insert] missing middle housing units • [insert] other multi-unit housing units • [insert] percent of the Housing Supply Growth Target are affordable units. 	
Section C - Housing Needs Assessment Report	
<p>Select one applicable statement.</p> <p><input type="checkbox"/> The Recipient recently (within two years of the 2022 federal budget announcement (April 7, 2022)) completed a Housing Needs Assessment Report and there is a reoccurring scheduled review date included in the report. The Recipient requested that the Housing Needs Assessment Report requirement be waived. There is no requirement to complete or update a Housing Needs Assessment Report.</p> <p>OR</p> <p><input type="checkbox"/> The Recipient has recently (within two years of the 2022 federal budget announcement (April 7, 2022)) completed a Housing Needs Assessment Report, but it will need to be updated to include a reoccurring scheduled review date. The Recipient will add a reoccurring scheduled review date.</p> <p>OR</p> <p><input type="checkbox"/> The Recipient does not have a Housing Needs Assessment Report. The Recipient will complete one and include a reoccurring scheduled review date in the report.</p>	

SCHEDULE B

HAF Funding

Subject to compliance with the terms and conditions of this Agreement, the Recipient will be eligible for HAF Funding in the amount of \$[●]. HAF Funding will be disbursed in four separate advances as follows:

ADVANCES	CMHC FISCAL YEAR	AMOUNT
First Advance	2023/24 (Effective Date – March 31, 2024)	\$[●]
Second Advance	2024/25 (April 1, 2024 – March 31, 2025)	\$[●]
Third Advance	2025/26 (April 1, 2025 – March 31, 2026)	\$[●]
Fourth Advance	2026/27 (April 1, 2026 – March 31, 2027)	\$[●]

CONFIDENTIAL SAMPLE

Attachment C: List of HAF Funding Categories and Examples

Funding provided through the HAF program must be expended by the fifth reporting period in 2027 and can be allocated into the four following categories:

1. Investments in HAF Action Plans
 - any initiative included in the municipalities approved Action Plan.
2. Investments in Affordable Housing
 - construction of affordable housing
 - repair or modernization of affordable housing
 - land or building acquisition for affordable housing
3. Investments in Housing-related Infrastructure
 - drinking water infrastructure that supports housing
 - wastewater infrastructure that supports housing
 - solid waste management that supports housing
 - public transit that supports housing
 - community energy systems that support housing
 - disaster mitigation that supports housing
 - brownfield redevelopment that supports housing
 - broadband and connectivity that supports housing
 - capacity building that supports housing
 - site preparation for housing developments
4. Investments in Community-related Infrastructure that Support Housing
 - local roads and bridges
 - sidewalks, lighting, bicycle lanes
 - firehalls
 - landscaping and green space

Approximately 17% of the anticipated HAF funding will be used to support initiatives outlined in the Action Plan. The remaining funding will be primarily be focused on municipal investments in housing related infrastructure with some funding used to support affordable housing and community related infrastructure. Further information on potential projects which would benefit from this funding will be brought forward as part of budget and business planning, as the initiatives progress and staff can confirm the funding has been secured.