

Overall Project Details

This attachment provides context for the AHIP grant submission requirements and review process that informs Administration’s AHIP grant recommendations. Included in this attachment are the following:

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1. Affordable Housing Investment Program - Grant Application Submission Requirements

The following documents and information are required for all eligible Affordable Housing Investment Plan grant applications. All submitted documents and information are reviewed by Administration to ensure all grant requirements are met.

Required Documents:

1. Statutory Declaration
 - a. Statutory Declaration (general stream only)
 - b. Statutory Declaration - Authorized Applicant (Indigenous Housing stream only)
 - c. Statutory Declaration - Indigenous Ownership and Control (Indigenous Housing stream only)
2. Applicant’s incorporation or constating documentation
 - a. Guarantor’s incorporation or constating documentation (if applicable)
3. Corporate Registry Search on Applicant
 - a. Corporate Registry Search on Guarantor (if applicable)
4. Personal Property Registry Search on Applicant
 - a. Personal Property Registry Search on Guarantor (if applicable)
5. Bankruptcy Search on Applicant
 - a. Bankruptcy Search on Guarantor (if applicable)
6. No Criminal Convictions - a letter stating that neither the Applicant nor any of its board members have ever been convicted of a criminal offence for fraud, theft, or money laundering
7. Certificate of Title

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- a. Purchase Contract confirming the Applicant's right to fee simple ownership of the proposed development land showing purchase price and closing date, if the land is not currently owned by the Applicant.
8. Issued Development Permit
 - a. Issued Building Permit, if available (required for Reimbursement grants)
9. Development Drawings from approved Development Permit application (i.e. site plan, elevations, floor plans, renderings, etc.)
10. Phase 1 Environmental Site Assessment(s) - Further Environmental Site Assessments or environmental reporting may be requested by the City, in its sole discretion, in the event of potential or known contamination.
11. Energy Modelling Report confirming energy efficiency target
12. Building Condition Assessment Report (required, only for Rehabilitation projects)
13. Maintenance Report (if available, only for Rehabilitation projects)
14. Facility Drawings or As-Built Drawings (if available, only for Rehabilitation projects)
15. Record of previous communications and engagement (if any)
16. Support letters (if available)
17. Public Engagement Plan (if applicable)
18. Good Neighbour Plan (if applicable)
19. Financial Assessment Spreadsheet
 - a. New Construction (Planned Development)
 - b. New Construction (Reimbursement)
 - c. Rehabilitation (Planned Development)
 - d. Rehabilitation (Reimbursement)
 - e. Indigenous Housing - New Construction - Planned Development
 - f. Indigenous Housing - New Construction - Reimbursement
 - g. Indigenous Housing - Rehabilitation - Planned Development
 - h. Indigenous Housing - Rehabilitation - Reimbursement
20. Applicant's financial statements (i.e. audited, review engagement or note to reader) for previous three years
 - a. Guarantor's financial statements (i.e. audited, review engagement or note to reader) for previous three years (if applicable)
21. Development Cost Estimates (i.e. Class D Quantity Survey Report or cost consultant certified report)
22. Confirmation of bonds and insurance - letter stating the availability of a performance bond, labour and material bond, and proof of construction insurance, as applicable.
23. Appraisal Report

Required application form responses:

24. Applicant Competency - a summary outlining the Applicant's ability to carry out the proposed development
25. Site Address and Zoning - Confirmation of site address and current Zoning (this information may be obtained from maps.edmonton.ca)
26. Description of the proposed development, including a description of the affordable housing component and any market housing or commercial component
27. Demonstrated need and demand for type of housing (description)

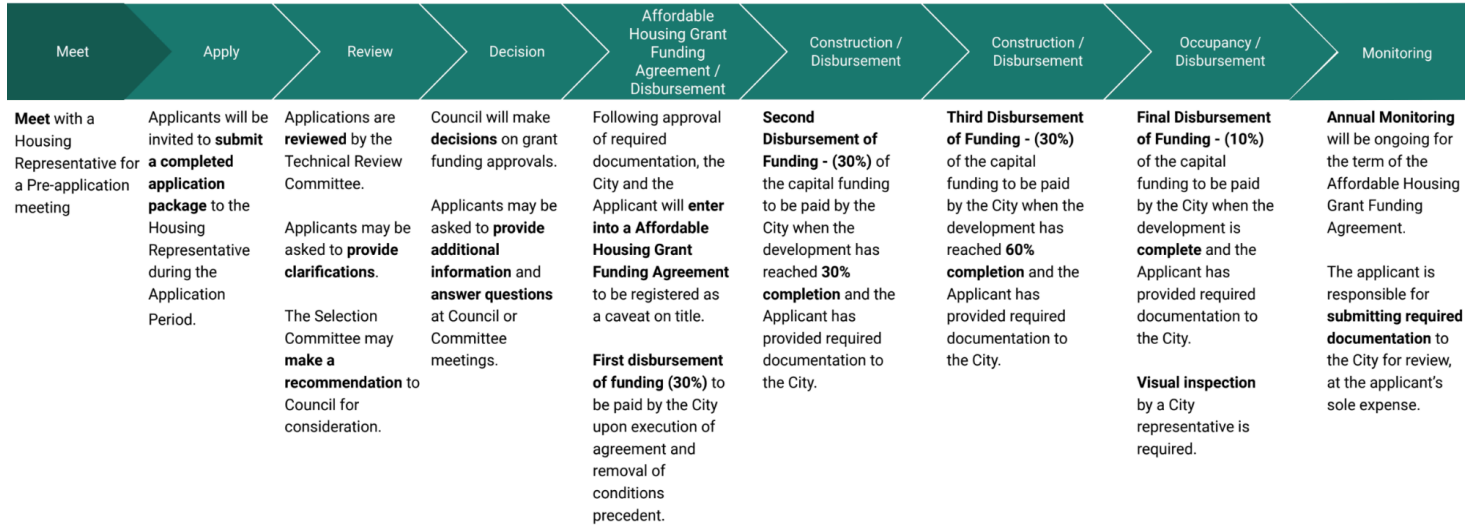
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28. Number of affordable and market units, including breakdown per number of bedrooms and bathrooms
29. Number of accessible affordable and/or market units (if proposed)
30. Target market (description)
31. Energy Efficiency Target (minimum 20% better than 2017 National Energy Code for Buildings)
32. Accessibility standards (description)
33. Programs and services provided (description)
34. Tenant Relocation Plan (if necessary, only for Rehabilitation projects)
35. Amenities for residents (description)
36. Gross Floor Area (square metres & square feet) - entire development & affordable units only (if less than 100% of the units are affordable)
37. Community Improvements and Policy Alignment (description)
38. Project Schedule (including financing confirmed, construction tender, building permit issuance (if applicable), construction commencement, construction completion, post-rehabilitation occupancy permit (Rehabilitation projects only))
39. Confirmation of 10% equity contribution
40. Confirmation of other funding sources and/or financing

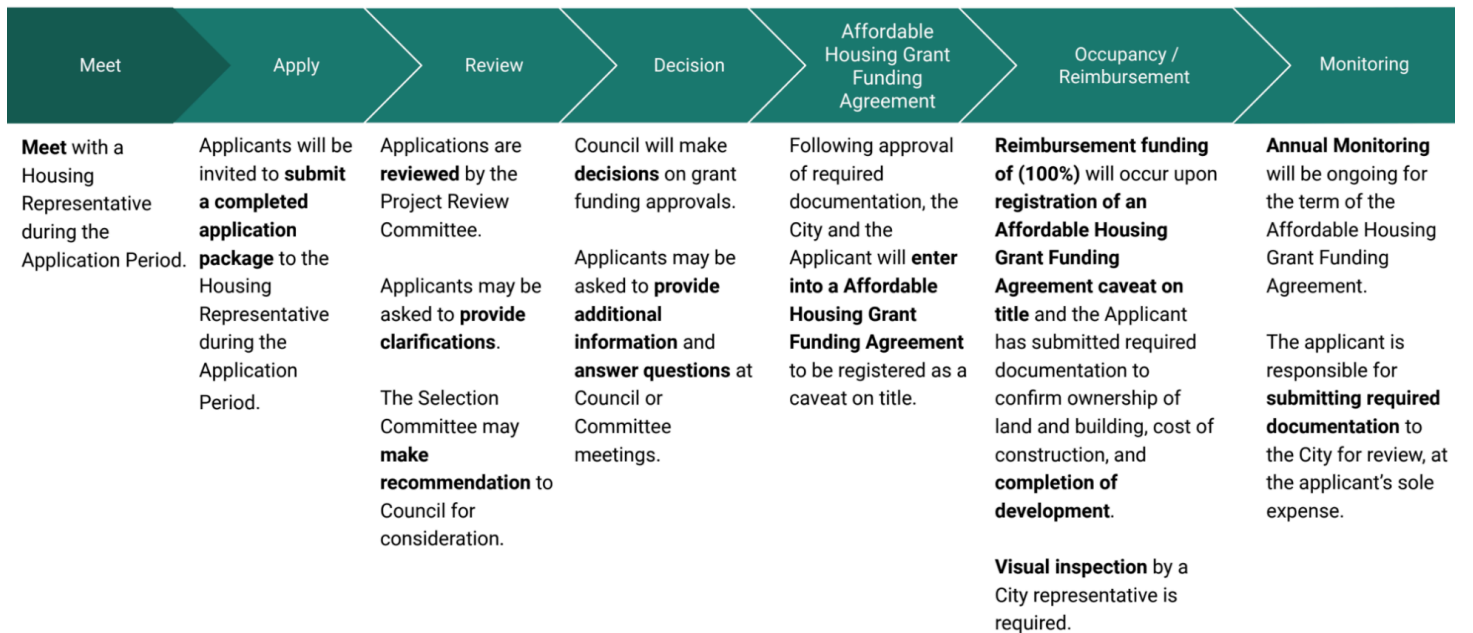
2. Planned Development & Reimbursement - Grant Process

The following charts illustrate the overall AHIP grant process for planned development and reimbursement projects. The charts show the process from initial meeting with Administration to application submission and review through to grant award, agreement drafting, funding disbursement and monitoring.

Planned Development Grant Process



Reimbursement Grant Process



3. Required Documentation and Typical Disbursement Schedule

The following tables provide a general and non-exhaustive description of typical Affordable Housing Grant Funding Agreement requirements only, and nothing contained herein shall in any way be deemed to fetter municipal Council's authority in any way whatsoever, as the approval of an Affordable Housing Grant Funding Agreement and its terms and conditions are solely and exclusively within the authority of municipal Council.

New Construction (Planned Development)

Typical documents required for the Affordable Housing Grant Funding Agreement, to the satisfaction of the City	
Confirmation of Ownership	<ul style="list-style-type: none"> ● Certificate of Title demonstrating the land standing in the name of the Applicant as the registered fee simple owner ● Confirmation of registration of the Affordable Housing Grant Funding Agreement as a caveat against title to the land standing in the name of the Applicant as the registered fee simple owner
Development Details	<ul style="list-style-type: none"> ● Issued Development Permit ● Building Permit, if available, including adaptable unit requirements, as applicable ● Preventative maintenance and repair schedule for the development ● Energy Modeling Report (including energy consumption requirements of Policy C627, if applicable) ● National Energy Code for Buildings Compliance Report (including Greenhouse Gas Emissions and Thermal Energy Demand Intensity requirements of Policy C627) ● Public Engagement Plan, if required ● Good Neighbour Plan, if required
Financial Information	<ul style="list-style-type: none"> ● An independent report prepared by a licensed and certified third party quantity surveyor retained by the Applicant confirming the estimated total capital costs of the development, with said report issued post-building permit ● Progress payment certificates prepared by a licensed and certified third party architect or quantity surveyor retained by the Applicant confirming physical construction of the development at payment milestones (30% and 60% of construction completion) ● Construction completion certificate prepared and approved by a licensed and certified third party quantity surveyor retained by the Applicant confirming physical construction of the development is complete ● Statement of final capital costs prepared and approved by a licensed and certified third party quantity surveyor retained by the Applicant ● Production of an appropriate statutory declaration(s) at time of each payment

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	<p>milestone, confirming payment of contractors and subcontractors is up to date</p> <ul style="list-style-type: none"> ● Proof of a Performance Bond, Labour and Material Bond, and proof of insurance ● Applicant's licence in good standing for the development under the <i>Continuing Care Act</i>, if applicable ● Annual monitoring documents, including reporting on occupancy of affordable units, annual statement of operations for the development, and annual audited financial statements. Additional reporting requirements may apply for developments operated under the <i>Continuing Care Act</i>, if applicable
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New Construction (Reimbursement)

Typical documents required for the Affordable Housing Grant Funding Agreement, to the satisfaction of the City	
Confirmation of Ownership	<ul style="list-style-type: none"> ● Certificate of Title demonstrating the land standing in the name of the Applicant as the registered fee simple owner ● Confirmation of registration of the Affordable Housing Grant Funding Agreement as a caveat against title to the land standing in the name of the Applicant as the registered fee simple owner
Development Details	<ul style="list-style-type: none"> ● Issued Development Permit ● Building Permit, including adaptable unit requirements, as applicable ● Occupancy Permit ● Preventative maintenance and repair schedule for the development ● Energy Modeling Report (including energy consumption requirements of Policy C627, if applicable) ● National Energy Code for Buildings Compliance Report (including Greenhouse Gas Emissions and Thermal Energy Demand Intensity requirements of Policy C627) ● Public Engagement Plan, if required ● Good Neighbour Plan, if required
Financial Information	<ul style="list-style-type: none"> ● An independent report prepared by a licensed and certified third party quantity surveyor retained by the Organization confirming the estimated total capital costs of the development, with said report issued post-building permit ● Construction completion certificate prepared and approved by a licensed and certified third party quantity surveyor retained by the Applicant confirming physical construction of the development is complete ● Statement of final capital costs prepared and approved by a licensed and certified third party quantity surveyor ● Production of an appropriate statutory declaration(s) at time of sole City

	<p>payment, confirming payment of contractors and subcontractors is up to date</p> <ul style="list-style-type: none"> ● Proof of insurance, as applicable ● Applicant’s licence in good standing for the development under the <i>Continuing Care Act</i>, if applicable ● Annual monitoring documents, including reporting on occupancy of affordable units, annual statement of operations for the development, and annual audited financial statements. Additional reporting requirements may apply for developments operated under the <i>Continuing Care Act</i>, if applicable.
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4. Units by Affordable Housing Type in Neighbourhoods

The seven projects recommended for grant funding are located in the neighbourhoods listed in the below table. The table lists the number of affordable housing units by type in each neighbourhood as well as the current affordable housing ratio of each as well as the potential future ratio if the recommended projects are approved for funding and constructed.

Near Market - is rental housing where a subsidy is provided to keep rents just below average market cost (typically 15 %). Targets long-term occupancy to households with incomes approximately 80% of the median rental income for their household size.

Permanent Supportive Housing (PSH) - is subsidized housing with onsite supports for single adults, seniors and people with disabilities at risk of or experiencing homelessness that may house people stably in the longer-term, or enable transitions to other forms of housing

Co-operative - provides at-cost housing for members that control the co-ops who have a vote in decisions regarding housing charges, building maintenance, finances, etc. There is no outside landlord and each cooperative is a legal association incorporated as such.

Social - is rental housing that requires ongoing operating subsidies to remain affordable on a long-term basis to households with incomes between 65-80%, or less, of the median rental income for a particular household size. This is rental housing for individuals in Core Housing Need with deep government subsidies.

Seniors - affordable housing designed specifically for people typically older than 55. Seniors housing offers a range of supports depending on the needs of the seniors, from independent living to supportive housing for those with complex medical care requirements.

Transitional - is short-term accommodation with a flexible length of stay limit, frequently accompanied by supports.

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Neighbourhood Unit Counts & Ratios	Athlone	Downtown	Heritage Valley Towne Centre	McCauley	Parkdale	Wihkwêntôwin / Oliver	Woodcroft
Near Market	23	404	102	221	178	0	31
PSH	0	0	0	82	0	0	0
Co-operative	0	0	0	14	0	0	0
Social	0	133	0	57	0	0	0
Seniors	0	0	0	314	24	671	493
Transitional	0	0	0	5	5	17	0
Total AH Units	23	537	102	693	207	688	524
Total Units	1,250	7,870	1,180	1,750	1,700	12,010	1,285
Current AH Ratio	1.8	7	8.7	39.7	12.2	6	40.8
AH Ratio After	5	7.2	17.5	41.8	13.6	6.3	43

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5. Project Net Present Values (NPV)*

Net Present Value is used to determine the value of a grant investment by calculating the present value of expected future rental rate discounts from the property, minus the initial grant investment.

Approved Project	Recommended Grant	Rent Discount	Term	Over Term	Total Discount	NPV
Heritage Flats Phase 2	\$5,200,000	\$24,137.28	40	\$11,585,894	\$20,940,134	\$15,740,134
		\$19,488.00	40	\$9,354,240		
Homeward Trust Oliver / Wihkwêntôwin PSH	\$3,050,000	\$15,926.40	40	\$7,644,672	\$12,184,704	\$9,134,704
		\$9,458.40	40	\$4,540,032		
Homeward Trust McCauley PSH	\$3,100,000	\$15,926.40	40	\$7,644,672	\$12,184,704	\$9,084,704
		\$9,458.40	40	\$4,540,032		
Athlone PSH	\$2,510,000	\$16,684.80	40	\$8,008,704	\$8,008,704	\$5,498,704
Brentwood Phase 1 Redevelopment	\$2,300,000	\$8,769.60	40	\$4,209,408	\$6,080,256	\$3,780,256
		\$3,897.60	40	\$1,870,848		
Parkdale 1 Bridge Healing	\$900,000	\$4,550.40	40	\$2,184,192	\$2,184,192	\$1,284,192
Apadana Rehabilitation & Expansion	\$2,100,000	\$5,119.20	40	\$2,457,216	\$2,673,408	\$573,408

6. Project Details

The below table lists the seven projects recommended for grant funding and their respective details regarding unit counts, capital costs, gross floor areas and cost benchmarking relative to private industry standards. This table can be used to compare the estimated costs of the projects relative to private industry.

Applicant	Jasper Place Wellness Centre	Veterans' House Canada	Brentwood Family Housing Society	Apadana Womens' Housing Ltd.	12621665 Canada Association	16548889 Alberta Ltd.	16548889 Alberta Ltd.
Project	Parkdale 1 Bridge Healing	Athlone PSH	Brentwood Phase 1	Apadana Rehabilitation & Expansion	Heritage Flats Phase 2	Homeward Trust Oliver / Wihkwentôwin PSH	Homeward Trust McCauley PSH
Recommended AHIP Grant	\$900,000	\$2,510,000	\$2,300,000	\$2,100,000	\$5,200,000	\$3,050,000	\$3,100,000
Total Units	24	40	69	29	169	36	36
Affordable Units	24	40	28	29	104	36	36
Affordable Accessible Units	24	9	14	2	0	36	36
Market Units ¹	0	0	41	0	65	0	0
Total Capital Cost ²	\$4,400,000	\$15,177,016	\$25,137,328	\$10,927,218	\$47,083,000	\$12,213,125	\$12,536,798
Affordable Capital Cost	\$4,400,000	\$15,177,016	\$10,248,595	\$10,927,218	\$30,624,250 ³	\$12,213,125	\$12,536,798

¹ Market units and their associated capital costs are not eligible for grant funding.

² Capital Costs include Construction (i.e. Construction contract, landscaping, contingency, etc.) as well as land (i.e. appraisals, ESAs, property tax during construction, local improvements, etc.), other costs (i.e. appliances, architects and consulting fees, legal fees, quantity surveyor fees, municipal fees and charges, marketing fees, furniture, etc.) and GST. Altus includes the above line items in their Average Construction Costs as they are considered 'Hard Construction Costs'.

³ The Affordable Capital Cost differs from the Affordable Construction Cost in Attachment 1 by \$1,650,096 due to the Construction Cost including only the Construction Contract and none of the other costs included in the Capital Cost.

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Capital Cost (per overall unit)	\$183,333	\$379,425	\$364,309	\$331,128	\$278,598	\$339,253	\$348,244
Capital Cost (per AH unit)	\$183,333	\$379,425	\$366,021	\$331,128	\$278,402	\$339,253	\$348,244
COE Grant Cost (per AH unit)	\$37,500	\$62,750	\$82,143	\$72,414	\$50,000	\$84,722	\$86,111
Gross Floor Area (Sq. Ft.)	12,798	24,585	89,308	27,534	172,352	22,992	25,446
Affordable GFA (Sq. Ft.)	12,798	24,585	24,929	27,534	111,955	22,992	25,446
Capital Cost (per sq. ft.)	\$344	\$617⁴	\$281	\$397⁵	\$273	\$531	\$493
Private Sector Benchmarks: 2024 Average Construction Cost (per sq. ft.)	\$325 - \$525 (Complex Care Residential)	\$325 - \$525 (Complex Care Residential)	\$235 - \$330 (Up to 6 Storey Wood Framed Condo)	\$285 - \$345 (Assisted Living Residences)	\$235 - \$330 (Up to 6 Storey Wood Framed Condo)	\$325 - \$525 (Complex Care Residential)	\$325 - \$525 (Complex Care Residential)

7. Affordable Units by Percentage of Average Market Rental Rates

The number of affordable housing units in each of the seven projects recommended for funding and the affordable rental rates being committed to for all affordable unit types are listed in the table on the following page. All projects that receive AHIP grant funding must offer affordable units at no more than 80% of the average market rental rate.

⁴ The construction costs exceed the average private sector construction costs for 2024 due to the project being designed to a Passive House energy efficiency standard, which is more costly than conventional construction, as well as offsite servicing requirements. Passive House buildings consume up to 90 percent less heating and cooling energy than conventional buildings.

⁵ The Apadana project is a special case as it involves both rehabilitation of an existing building as well as construction of a new addition and Altus does not provide similar types of projects in its construction cost index. The most expensive construction type in the index, Assisted Living Residences, was used as a comparable as the combination of both rehabilitation and new construction work is generally more expensive than either form alone.

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Average Market Rental Rate (AMRR) - the average market rental rate for each rental unit type in the City of Edmonton, calculated on an annual basis based on the Canada Mortgage and Housing Corporation's annual publication of the [Rental Market Survey Data Tables](#) for, apartments, townhouses, semi-detached and single-detached dwellings. The data set used for the AMRR is Edmonton zones 1-12.

Actual Rent - the rental rates being charged for the affordable housing units in each project based on the percentage of the average market rental rate being committed to by each proponent

Project	2024 AMRR	% of AMRR	Actual Rent	Affordable Unit Type	Affordable Units
Heritage Flats Phase 2	\$1,392	49%	\$682	Two Bedroom	34
	\$1,392	80%	\$1,114	Two Bedroom	70
Homeward Trust Oliver / Wihkwêntôwin PSH	\$948	30%	\$284	Studio	24
	\$1,126	30%	\$338	One Bedroom	12
Homeward Trust McCauley PSH	\$948	30%	\$284	Studio	24
	\$1,126	30%	\$338	One Bedroom	12
Athlone PSH	\$948	56%	\$531	Studio	40
Brentwood Phase 1 Redevelopment	\$1,392	70%	\$974	Two Bedroom	21
	\$1,392	60%	\$835	Two Bedroom	7
Parkdale 1 Bridge Healing	\$948	80%	\$758	Studio	24
Apadana Rehabilitation & Expansion	\$948	80%	\$758	Studio	27
	\$1,126	80%	\$901	One Bedroom	2

8. 2024 Maximum Allowable Rental Rates (MARR)

The table below shows the maximum allowable rental rate, which is a reduced rental rate applicable to the affordable housing units, with maximum monthly rent being a percentage of the average monthly rental rate (**AMRR**). The percentage is set out in your Affordable Housing Agreement. Monthly rent for affordable housing units cannot exceed your applicable MARR. At a minimum, 30% of total residential units must have rent payments that do not exceed 80% of average market rental rates, as detailed below.

<i>For Apartment Units</i> (including heat and water)		
Unit Type	AMRR (Jan to Dec 2023)	MARR based on 80% AMRR (Jan to Dec 2024)
Bachelor	\$948	\$758
One-Bedroom	\$1,126	\$901
Two-Bedroom	\$1,392	\$1,114
Three-Bedroom	\$1,542	\$1,234
Four-Bedroom	\$1,820	\$1,456
Five-Bedroom	\$2,147	\$1,718
Six-Bedroom	\$2,534	\$2,027

<i>For Row Housing / Duplex Housing / Semi-detached Housing / Single Detached Housing</i> (excluding heat and water)		
Unit Type	AMRR (Jan to Dec 2023)	MARR based on 80% AMRR (Jan to Dec 2024)
Bachelor	\$948	\$758
One-Bedroom	\$1,059	\$847
Two-Bedroom	\$1,409	\$1,127
Three-Bedroom	\$1,525	\$1,220
Four-Bedroom	\$1,800	\$1,440
Five-Bedroom	\$2,123	\$1,699
Six-Bedroom	\$2,506	\$2,004

9. **Edmonton MLS Residential Statistics as of September 20, 2024 - Suburban Edmonton New Construction (2019+)**

All projects recommended for grant funding are purpose built rental buildings not developed to a condominium standard, which generally are a lower cost to build due to a difference in finishing levels, building amenities, programming space, etc. In addition, projects supported through the program are required to achieve energy efficiency targets and accessibility.

Average Sale Price per square foot for past six months	Low Density (Duplex, Townhome)	\$296.37
	Medium Density (Low-Rise Condominium Apartments)	\$300.83