



BC HOUSING PROGRAM GUIDE

HOUSING PROVIDER KIT
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INTRODUCTION

The **Program Guide** gives housing providers quick access to information on the housing programs you manage. Please note that the information presented in this guide is generic, and program rules do not apply in all situations. You can refer to your operating agreements for the specific provisions governing the developments you operate and manage, as well as portions of developments earmarked for special uses. Some developments have multiple programs and/or agreements, each with distinct operating rules. Other regulations or agreements—land leases, land title covenants or loan documents—can set out additional requirements for your developments.

Throughout this guide, the term “RGI” will be used to refer to rent-geared-to-income housing, which is calculated using the Rent Scale as per your agreement. For a complete list of definitions, refer to [Appendix 2](#) of this guide.

HOUSING PARTNERS

BRITISH COLUMBIA HOUSING MANAGEMENT COMMISSION

The [British Columbia Housing Management Commission \(BC Housing\)](#) is a provincial Crown Corporation that develops, manages, and administers a wide range of housing options across the province for families, seniors, people with disabilities, people who are homeless or at risk of homelessness, and other vulnerable populations. BC Housing guides and supports its employees, partners, and the people it serves, in deepening actions towards equity, diversity, inclusion and belonging. BC Housing partners with private and non-profit sectors, provincial health authorities and ministries, other government agencies and community groups, provincially, regionally, and locally, to increase affordable housing options for people in need. The Licensing and Consumer Services branch of BC Housing licenses residential builders, administers owner builder authorizations, rental exemptions and carries out research and education that benefits the residential construction industry and consumers.

BC Housing's role is to help British Columbians in greatest need of affordable, appropriate housing with options throughout the housing spectrum (figure 1):

Figure 1. Housing Spectrum



In 2018, BC Housing established the HousingHub, an independent office within BC Housing with a mandate to identify and advance innovative approaches to increase the supply of homes that are suitable for Middle Income¹ British Columbians. Two new programs were established for delivery by HousingHub: [Provincial Rental Supply Program](#) and [Affordable Home Ownership Program \(AHOP\)](#).

In 2024, HousingHub and its programs were replaced by BC Builds to deliver a supply of market and below market housing suitable for Middle Income families, at an accelerated pace. BC Builds partners with non-profit and for-profit partners to provide cross-agency leadership, improve the use of underutilized public lands, deploy innovative financial and non-financial tools, and explore building innovation opportunities. Currently, there is one program established by this office: the [BC Builds Rental Supply Program](#).

PROVINCIAL RENTAL HOUSING CORPORATION

The Provincial Rental Housing Corporation (PRHC) is the holding corporation that acquires, manages, holds and disposes of provincially owned social housing properties, and leases residential properties to non-profit societies, housing co-operatives and municipal housing authorities.

Members of BC Housing's senior management team serve as PRHC's President and Directors; the sole shareholder is the Minister of Housing in British Columbia. BC Housing administers PRHC, which does not directly employ staff.

¹ A gross household income that does not exceed the 75th income percentile for couples without children in BC (for residential units with less than 2 bedrooms) or the 75th income percentile for couples with children in BC (for residential units with more than 2 bedrooms), as determined by BC Housing from time to time.

ABORIGINAL HOUSING MANAGEMENT ASSOCIATION (AHMA)

The Aboriginal Housing Management Association (AHMA) is the first off-reserve Indigenous housing management authority in Canada. AHMA's membership is made up of several non-profit Indigenous housing groups from across the province. AHMA's board consists of representatives from its member non-profit societies as well as other community members at large.

AHMA is responsible for administering operating agreements with Indigenous providers.

HOUSING PROVIDERS

Housing providers (i.e., non-profit societies, housing co-operatives, Indigenous entities, or municipal corporations) own and/or manage affordable housing in British Columbia.

Some housing providers also provide support services to help vulnerable populations achieve stable, appropriate housing.

ACTS, LEGISLATION & AGREEMENTS

Housing operations are governed by several legislative acts and legal agreements. Depending on the housing program and whether the housing provider is a non-profit society, housing co-operative or municipal corporation, these may include the:

- [*Accessibility British Columbia Act*](#)
- [*Affordable Housing Agreement \(Canada – British Columbia\)*](#)
- [*Anti-Racism Data Act*](#)
- [*CMHC-BC Bilateral Agreement Under the 2017 National Housing Strategy*](#)
- [*Cooperative Association Act*](#)
- [*Declaration on the Rights of Indigenous Peoples Act*](#)
- [*Investment in Affordable Housing \(IAH\) 2011-2019 \(Canada – British Columbia\)*](#)
- [*National Housing Act*](#) (NHA)
- [*Residential Tenancy Act*](#) (RTA)
- [*Societies Act*](#) and [*Societies Regulation*](#)
- [*Social Housing Agreement*](#) (SHA)
- Agreements with BC Housing or other parties
- Indigenous Social Housing Management Agreement (ISHMA)
- Land Leases
- Mortgages
- Occupancy Agreements
- Tenancy Agreements

IDENTIFYING YOUR PROGRAM

Your project's funding program can typically be found in the following documents:

- Operating agreements with BC Housing; the program name is usually listed.
- Program materials or correspondence that may list the program name.
- The most recent Financial Review Summary for the program type (listed at the bottom right of the page under operating details); this program funding number can be cross referenced in [Appendix 1](#) to identify the program name.

Contact your Non-Profit Portfolio Manager (NPPM), Supportive Housing Advisor (SHA), or Development Manager (DM) for assistance if you cannot identify your program.

BC HOUSING PROGRAMS AND FUNDING



AFFORDABLE HOME OWNERSHIP PROGRAM (AHOP)

Program Summary

In 2018, the Province of British Columbia announced the creation of the HousingHub, through which BC Housing partners with non-profit and for-profit sectors, faith groups, and other levels of government to identify and advance innovative approaches to locate, use, or repurpose land in communities where affordability is an issue.

The Affordable Home Ownership Program (AHOP) is delivered by BC Housing through the HousingHub to support the development of new, affordable homes for eligible home buyers. AHOP provides an opportunity for households to access market ownership housing, further supporting the variety and range of affordable housing options in British Columbia. By providing interim construction financing at reduced rates and leveraging land and other contributions from project partners, units will be made available at 5-20% below market value for eligible home buyers, with the difference secured by an AHOP mortgage registered on title.

Proceeds from the repayment of AHOP mortgages are reinvested in affordable housing within the same community, ensuring the contributions to the project continue to be applied to affordable housing. BC Housing will work with municipalities and project partners to leverage these funds, and project partners may establish additional requirements within the guidelines of the [AHOP Program Framework](#).

As of February 2024, active AHOP projects are administered by BC Builds.

QUICK REFERENCE	
Projects Awarded:	2018 to 2024; no new project funding available.
Target Groups:	Middle income households
Program Funding #:	613
Project Ownership:	Developer (private or non-profit) during construction; homeowner following purchase of individual unit
Capital Financing:	Interim construction financing repaid with the proceeds from the sale of individual units and discharged accordingly. Equity contribution from project partners.
Agreements:	Project Partnering Agreement between BC Housing and Developer for each AHOP project. BC Housing and the City enter into a Master Partnering Memorandum of Understanding (MoU) for the development of new affordable home ownership projects within the city.
Household Income:	At or below Middle Income Limits ²
Units Eligible for Subsidy:	Not eligible for subsidy.

² A gross household income that does not exceed the 75th income percentile for couples without children in BC (for residential units with less than two (2) bedrooms) and does not exceed the 75th income percentile for families with children in BC (for residential units with two (2) or more bedrooms), as determined by BC Housing from time to time.

CAPITAL FINANCING

Interim Construction Financing

Interim financing may be approved up to 100% of the cost to complete the affordable housing project and will be registered as a repayable loan on title. This loan will be repaid with the proceeds from the sale of individual units and discharged accordingly. A predetermined number of presales will be required prior to the advance of funds. The overall form of security registered on title will vary depending on the project structure and partnership roles. BC Housing will typically require execution and registration of BC Housing's standard mortgage security package.

Partner Contributions

Partnerships are encouraged to leverage additional units and further increase the affordability of housing units. Partner contributions may include capital funding, land or other equity contributions. Partners may be non-profit housing providers, government agencies, the private sector or other community organizations. A second repayable loan will be registered prior to construction to secure the full value of these contributions. Repayment and partial discharges will occur as corresponding AHOP mortgages are provided to eligible purchasers.

AHOP MORTGAGE

Registered as a second mortgage on title and credited towards the purchase price at closing. The mortgage will have a 25 year term, interest and payment free, open to repayment in full at any time.

The AHOP mortgage due and payable upon any of the following:

- Default on the 1st or AHOP mortgage
- Sale of the home or other change of ownership
- The home ceasing to be the homeowner's principal residence during the first 5 years
- The end of the 25 year mortgage term

AHOP Mortgage Repayment³:

At repayment, the homeowner must repay the higher of the proportionate share of the current sale price or the most recent BC Assessment value of the home. In the event of dispute of the repayment calculation based on the sale price or BC assessment value, an independent appraisal may be obtained. The home buyer must payout the AHOP mortgage in full and may choose to refinance through the lender of their choice.

Proceeds from the repayment of AHOP mortgages will be reinvested in affordable housing within the same community.

ELIGIBILITY

Gross household income of all individuals on title must not exceed the Middle Income Limit. No asset testing.

The purchaser must:

- Be a Canadian citizen or landed immigrant.
- Have resided in British Columbia for the past 12 months.
- Not own an interest in real property anywhere in the world and living in rental housing or another non-ownership tenure.

³ See [AHOP Program Framework](#) for more details.

MONITORING AND REPORTING

Budget Approval: BC Housing reviews development proposals only.

Annual audit for the first five years: Periodic monitoring to ensure ongoing compliance with mortgage terms, may require proof from the homeowner that the property is being maintained as their principal residence.

Additional audit: BC Housing's Internal Audit will conduct additional random audits or in response to reported violations or referral as result of the annual monitoring process.

REFERENCE MATERIALS

- [Affordable Homeownership Program Framework](#)

ABORIGINAL HOUSING INITIATIVE (AHI)

Program Summary

The Aboriginal Housing Initiative (AHI) created new affordable, culturally appropriate housing for Indigenous youth, women, seniors and people struggling with addiction. BC Housing worked in partnership with Indigenous groups and non-profit organizations to allocate more than \$50 million, from 2007 through 2009, to create new affordable mixed housing developments.

The majority of funding for this program came from the federal Aboriginal housing trust fund. One-time capital grants, secured by BC Housing's standard forgivable mortgage package, were used to establish market and non-market units in developments sustained by tenant revenues without ongoing subsidies. Housing providers were responsible for securing additional funding from other sources in projects with resident support or services.

In 2012, BC Housing transferred responsibility for administering AHI operating agreements managed by Indigenous housing providers to the [Aboriginal Housing Management Association](#) (AHMA).

QUICK REFERENCE	
Projects Awarded:	Between 2007 and 2009; no new project funding is available
Target Groups:	Indigenous youth, singles, people with mental illness, frail elders and low-income families.
Program Funding #:	585
Project Ownership:	Majority are non-profit provider owned. A small number of projects include buildings and land owned by PRHC.
Capital Financing:	Grants were provided to cover hard and soft capital and construction costs.
Agreements:	Operating agreements are typically for 60-year terms.
Household Income:	<u>RGI Units:</u> At or below the Housing Income Limits (HILs) ⁴ <u>Market Units:</u> Incomes tested upon initial occupancy only.
Units Eligible for Subsidy:	Not eligible for subsidy.

RESIDENT SELECTION

Housing providers handle applicant selection; applicants of Indigenous descent are given priority.

UNITS ELIGIBLE FOR SUBSIDY

Housing providers manage a mix of market and RGI units that enable the project to break even with no ongoing financial support from BC Housing; revenues from market units support the RGI units and cover operating expenses. While the mix of RGI and market units may vary over time, a minimum of 20% of all units in an AHI development must be RGI. As revenues permit, providers should increase the number of RGI units.

⁴ Previously known as the Core Need Income Thresholds (CNIT). Dollar amounts that represent the maximum annual income, before taxes, that a household can earn for suitable housing in their location.

RENTS

RGI units use the Rent Scale (currently 30% of income or minimum rent); tenants on Income Assistance pay the maximum shelter component. Market rents are professionally appraised at least once every five years.

Housing providers obtain proof of income from applicants at initial occupancy with annual income testing for RGI units. Market units are subject to the rent increase provisions of the [Residential Tenancy Act](#). When a market unit becomes vacant, the new tenant will pay a rent reflecting private market levels at the time.

OPERATING BUDGET

Providers submit an annual budget to AHMA.

SURPLUSES/DEFICITS

Providers manage any surpluses or deficits generated in the operating budget.

REPLACEMENT RESERVES

Providers are required to contribute at least annually to replacement reserves, capital repairs or improvements. Expenditures are in accordance with a schedule of capital repairs.

MONITORING AND REPORTING

At the end of each fiscal year, providers send budget, financial statements and an annual report to AHMA, showing unit addresses, age of tenants, current rents charged, household income at move-in for market tenants, household income for RGI tenants, and move-in date. Operational Reviews may be conducted by AHMA at any time and financial statements may be audited at AHMA's request.

In addition, housing providers submit a copy of the market rent appraisal to AHMA at least once every five years.

No regular reporting or audited statements of the trust funds to the federal government is required.

AFFORDABLE HOUSING PROGRAM

Program Summary

The Province of British Columbia and the Federal government invest in the development and acquisition of new affordable rental housing units to be operated by non-profit housing partners across British Columbia. BC Housing encourages partnership opportunities to further increase the supply of affordable rental housing across the province by leveraging contributions from others along with the province's capacity to provide construction and mortgage financing at reduced rates⁵. Other funding opportunities vary based on the funding source but may include an equity contribution from BC Housing for the purchase or acquisition of Provincial Rental Housing Corporation (PRHC) owned units or a capital grant.

In 2015, BC Housing identified opportunities to streamline and simplify existing independent social housing programs to improve administrative consistency, fairness, and overall efficiency. Funding for initiatives under the Affordable Housing Program is through a variety of both Provincial and Federal sources including:

- Investment in Affordable Housing (IAH)/ Social Infrastructure Funding (SIF)
- Provincial Investment in Affordable Housing (PIAH)
- Investment in Housing Innovation (IHI)
- Affordable Rental Housing (ARH)

Projects may provide construction and mortgage financing including an equity contribution from BC Housing or a capital grant to create affordable rental housing units. To be eligible for funding, the program principles require that:

- Community need and demand for the project are established
- The project is financially sustainable
- The project is supported by the community and consistent with official community plans and strategies
- Project partners maximize their equity contributions
- BC Housing and project partners will operate transparently and accountably
- Developments must be able to operate without any ongoing operating subsidies from BC Housing

BC Housing considers proposals for funding through open proposal calls for submissions. For current information about bid, BC Housing uses [BC Bid](#). The evaluation of submissions is based on proponent and project eligibility, need and demand, lending criteria and available financing. For more detail, see the Affordable Housing Program Framework.

⁵ BC Housing's capability to provide financing to facilitate the development of affordable rental housing for eligible households is enacted through provincial regulation. See: *Ministry of Lands, Parks and Housing Act*, R.S.B.C. 1979, http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/11_490_79: BC Housing Management Commission Regulation.

QUICK REFERENCE	
Projects Awarded:	2011 to present
Target Group:	Low and moderate income households
Program Funding #:	595 – Investment in Affordable Housing (IAH) / Social Infrastructure Fund (SIF) 603 – Provincial Investment in Affordable Housing (PIAH) 604 – Investment in Housing Innovation (IHI) 607 – Affordable Rental Housing (ARH)
Project Ownership:	Varies. Developments may be housing provider and/or PRHC owned. Land may be owned by other entities (i.e., municipality, etc.)
Capital Financing:	BC Housing may provide one or more of the following, depending on project eligibility: <ul style="list-style-type: none"> • Interim construction financing • Take-out financing • Equity Contributions • Capital grants <i>Please refer to the Affordable Housing Program Framework and individual operating agreements for more detail.</i>
Agreements:	<ul style="list-style-type: none"> • For non-profit-owned units: operating agreement, typically 40 years (amortization plus 5 years) • For PRHC-owned units: operator agreement, typically 5 years plus option to extend 5 years <i>Please refer to individual operating agreements for more detail.</i>
Household Income:	Low and moderate income
Units Eligible for Subsidy:	Not eligible for subsidy. Developments must be able to operate without any ongoing operating subsidies.

FINANCING

Interim Construction Financing

BC Housing can provide interim construction financing at a competitive interest rate to develop affordable housing, including new construction or acquisition and renovation of existing buildings to preserve affordability. Interim financing may be approved up to 100% of the construction cost to complete the affordable housing project.

Take-out Financing 2023

When the construction, renovation or purchase is complete, BC Housing may arrange take-out financing for eligible non-profit partners (i.e., a mortgage with a private lender insured by Canada Mortgage and Housing Corporation), through a competitive tender process. The main benefit is access to inexpensive loan insurance, which can help preserve housing affordability.

BC Housing typically requires the following security registered on title:

- A mortgage in favor of BC Housing
- A Section 219 restrictive covenant

Security considerations will vary from project to project. However, the project partner must enter into an agreement with BC Housing and must have a mortgageable interest in the property, free and clear of any encumbrances or title defects which would prevent the registration of a mortgage and security documentation.

PRHC Equity Contribution

BC Housing administers equity contributions through the purchase of units to be owned by PRHC. These units are then operated by non-profit partners. PRHC-owned units may comprise 100% of the project or be located within a larger project that includes units owned by partners (i.e., strata units).

Capital Grant

Grants, secured by BC Housing's standard forgivable mortgage package, will support the development of new projects and improve affordability through debt servicing.

AGREEMENTS

Housing providers must enter into an agreement with BC Housing for the operation of the development.

- For non-profit-owned units, the housing provider will enter into an operating agreement with BC Housing to provide affordable housing for low and moderate income households, typically 40 years (amortization plus 5 years)
- For PRHC-owned units, the housing provider will enter into an operator agreement to operate the units as affordable housing, typically 5 years plus option to extend 5 years

SIF: Renovation of existing social housing (including victims of family violence)

- Under \$100K: Forgivable Loan secured via Promissory Note outlining forgiveness over 10 years if housing remains for the benefit of eligible households and rents do not exceed Affordable Market Rent.
- Over \$100K: Forgivable Mortgage registered on title (forgiven 1/10 per year over 10 years). Must have operating agreement for at least 10 years. If current agreement expires prior to 10 years from time of commitment, stub agreement required.

RESIDENT SELECTION

The provider will select residents from their applicant list, in accordance with the specific purpose.

RENTS

Rents must be affordable, as determined by BC Housing, and varies project to project. Developments may include Affordable Market Rent and lower fixed rents units or RGI units where feasible.

See individual operating agreement for details.

CAPITAL FUND

The provider must have a Capital Fund to fund capital repairs and replacements in accordance with the operating/operator agreement.

MONITORING AND REPORTING

Operational Review: BC Housing may conduct an onsite operational review from time to time, with 30days' written notice.

Operating Budget: The provider prepares and submits an operating budget each fiscal year in a format approved by BC Housing.

Financial Statements: The provider will submit audited financial statements for the fiscal year within four months after the end of each fiscal year.

Audit: BC Housing has the right to inspect all records for audit purposes.

REFERENCE MATERIALS

- [Affordable Housing Program Framework](#)

BC BUILDS RENTAL SUPPLY PROGRAM

Program Summary

In February 2024, BC Builds replaced the former HousingHub office and programs. BC Builds aims at increasing the supply of housing for middle income households by using new tools and resources to lower the costs and accelerate developments. Initially, BC Builds will focus on rental supply. More programs may be added to BC Builds in the future. Partnership may involve private and non-profit sector, First Nations, faith groups, and other levels of government.

QUICK REFERENCE	
Period Active:	2024 to present
Target Groups:	Middle Income Households
Program Funding #:	629 BC Builds: Rental Supply Program
Project Ownership:	Varies. Developments may be owned by housing provider and/or private developer, or under a long term lease.
Capital Financing:	<ul style="list-style-type: none"> • Interim financing • Take-out financing for eligible partners • Capital grants for eligible partners
Agreements:	Varies. May require agreement for projects receiving take-out financing and/or capital grants, and typically be 5 years longer than the mortgage amortization period.
Household Income:	At or below the Middle Income Limits ⁶
Units Eligible for Subsidy:	Not eligible for subsidy. Developments must be able to operate without any ongoing operating subsidies from BC Housing.

CAPITAL FINANCING

Interim construction financing: May be provided for new construction, acquisition or redevelopment of affordable housing, up to 100% of the cost to complete the project, subject to BC Housing lending criteria.

Take-out financing: May arrange take-out financing, subject to BC Housing lending criteria.

Capital grant: Funding under the CMHC-BC Bilateral Agreement will provide up to \$225,000 capital grant per unit for a limited number of eligible non-profit owned project. Some projects may also receive additional grants from other sources.

SECURITY

Interim financing secured by:

- Execution and registration of BC Housing's standard repayable mortgage package
- A section 219 covenant

⁶ A gross household income that does not exceed the 75th income percentile for couples without children in BC (for residential units with less than two (2) bedrooms) and does not exceed the 75th income percentile for families with children in BC (for residential units with two (2) or more bedrooms), as determined by BC Housing from time to time.

Take-out financing secured by:

- Execution and registration of BC Housing's standard 35 year repayable mortgage package
- A section 219 covenant
- Operating agreement, if applicable

Capital grants secured by:

- Execution and registration of BC Housing's standard 35 year forgivable mortgage package
- A section 219 covenant
- Operating agreement, if applicable

RESIDENT ELIGIBILITY

Households with income at or below Middle Income Limits (see definitions).

RENTS

For all projects:

- Rent must be suitable for eligible tenants throughout the term of any operating agreements and remain affordable for a minimum period of ten (10) years.
- Maximum rents should not exceed 30% of the Middle Income Limits in effect at time of occupancy and at unit turnover.
- There is no restriction on rent model, i.e. RGI or market, provided that the rent is affordable to the eligible households.

Non-profit and First Nation projects:

- Units that receive capital grants must meet rent and resident eligibility requirements for a minimum of 35 years.
- Projects that receive grant must rent at least 20% of the units at 20% below market rates for a minimum of 35 years.

MONITORING AND REPORTING

Budget Approval: BC Housing reviews development proposals.

Financial Statements: From time to time, the project partner is required to submit a report, using a template provided by BC Housing.

Audit: BC Housing has the right to inspect all records for audit purposes.

An on-site visit by BC Housing staff may occur from time to time, particularly where operational or financial issues arise.

REFERENCE MATERIALS:

- [BC Builds Rental Supply Framework](#)
- Website: [BC Builds](#)

BC REBATE FOR ACCESSIBLE HOME ADAPTATIONS (BC RAHA)

Program Summary

The BC Rebate for Accessible Home Adaptations (BC RAHA) program provides financial assistance to complete home adaptations which allow low and moderate income households with a permanent disability or loss of ability to continue living independently in their own home, anywhere in British Columbia.

QUICK REFERENCE

Period Active:	2011 to present.
Target Groups:	Persons with disabilities and seniors with a loss of abilities.
Program Funding #:	N/A
Project Ownership:	<p>Properties are owned by eligible households or rented to eligible households by private market landlords.</p> <p><u>Homeowners:</u></p> <ul style="list-style-type: none"> The home must be located in British Columbia, owner-occupied, and be the owner's principal residence. The home's BC Assessment value must be below the Home Value Limits (HVL), established by BC Housing from time to time. Occupants of housing units who do not own the land may be eligible. Refer to program reference materials for further details. <p><u>Landlords:</u></p> <ul style="list-style-type: none"> The unit must be a legal, self-contained unit in BC, with a full kitchen and bathroom within the unit. If the unit is not currently occupied, a tenancy agreement must be in place. The unit's rent must be at or below Rent Affordability Limits (RALs), established by BC housing from time to time.
Household Income:	<p>Gross household income at or below the higher limit of the Low and Moderate Income Limits⁷.</p> <p>Household assets must be less than the established limit, as determined by BC Housing from time to time, excluding the home occupied by the homeowner.</p>
Eligible Adaptations:	<ul style="list-style-type: none"> As recommended by an n Occupational Therapist (OT) or Physical Therapist (PT), directly related to the permanent disability or loss of ability. May include adaptations to assist with approaching and entering the home, movement within the home, and activities of daily living. Refer to program reference materials for further details.

⁷ For all households, regardless of unit size or household composition, gross household income does not exceed the median income for families with children in BC, as determined by BC Housing from time to time.

APPLICANT ELIGIBILITY

Only a property owner registered on title or an authorized agent for the owner may apply. The homeowner or tenant and the person(s) requiring adaptations must be a Canadian citizen or landed immigrant and permanently reside in British Columbia.

Applications on behalf of strata corporations are not eligible and any proposed adaptations require the strata council's concurrence.

ELIGIBLE ADAPTATIONS

Adaptations must be recommended by an Occupational (OT) or Physical Therapist (PT) and be directly related to the permanent disability or loss of ability and may include adaptations to assist with approaching and entering the home, movement within the home, and activities of daily living. Refer to program reference materials for further details on eligible adaptations.

- BC Housing will establish a standard list of eligible adaptations and maintain a fee schedule for the maximum rebate available for each adaptation.
- Adaptations not on the standard list may be considered under extenuating circumstances following an assessment and under recommendation of an OT or PT, and must include an estimate from a qualified contractor.
- Any housing owned, subsidized by or under agreement with any level of government are ineligible for adaptations.

Note: Units occupied by households receiving assistance through the Shelter Aid for Elderly Renters (SAFER) or the Rental Assistance programs, may be eligible.

FUNDING

- BC Housing will provide assistance to eligible households for adaptations valued up to a maximum lifetime amount of \$20,000 per household or unit.
- Applicants must use other sources of funding for costs exceeding the maximum assistance. Funding payments will be made to the property owner only.
- For rental units, completed adaptations must not impact the rent charged for the unit.
- A landlord of multi-unit properties can receive assistance for a maximum of five (5) units per building per fiscal year.

MONITORING AND REPORTING

Internal and external audits may be done to ensure compliance with the program requirements.

BC Housing collects data to track program effectiveness for long term planning.

REFERENCE MATERIAL

- [BC RAHA Factsheet](#)
- [BC RAHA Homeowner application form.](#)
- [BC RAHA Landlord & Tenants application form.](#)
- [BC RAHA Program Framework](#)
- Website: [BC RAHA Program](#)

CANADA-BRITISH COLUMBIA HOUSING BENEFIT (CBCHB)

Program Summary

The Canada Housing Benefit is a CMHC-BC Bilateral Agreement initiative under the 2017 National Housing Strategy, with the aim of providing direct financial assistance to reduce Housing Need for selected vulnerable low income households who are not served by existing programs. Delivery of the program in British Columbia was co-developed with CMHC.

This federal-provincial funded benefit is portable within British Columbia, subject to BC Housing approval.

QUICK REFERENCE	
Period Active:	2020 to present
Target Groups:	Vulnerable low-income households who are not eligible for Shelter Aid For Elderly Renters (SAFER) ⁸ or the Rental Assistance Program (RAP).
Program Funding #:	618
Project Ownership:	Private market rental units
Capital Financing:	N/A
Agreements:	Canada-British Columbia Housing Benefit (CBCHB) Agreement
Household Income:	Gross household income must not exceed the CBCHB income limits, as established by BC Housing from time to time.
Units Eligible for Subsidy:	<p>The following types of residences are eligible:</p> <ul style="list-style-type: none"> Any self-contained apartment or suite where the <i>Residential Tenancy Act</i> applies. Manufactured homes where the Recipient pays rent for either the home or the pad (site). Where the recipient pays rent for both the manufactured home and the pad (site), they are treated as a single residence. Co-ops where the Recipient is a tenant of the co-op (the co-op must confirm that the resident is not a shareholder and has signed a tenancy agreement).

RESIDENT SELECTION

Providers and/or BC Housing administers the Housing Benefit to eligible recipients based on established criteria or select recipients from The Housing Registry whose housing needs cannot be met by the existing subsidized housing stock.

Households must be living in non-subsidized rental units who are not eligible for SAFER or RAP and pay more than 30% of gross monthly income towards the rent for their residence.

⁸ A type of rent supplement program that BC Housing offers to eligible low-income older adults and people with disabilities.

SUBSIDY CALCULATION

The Housing Benefit pays the difference between 30% of gross Core Household income and the Adjusted Rent, subject to minimum and maximum Housing Benefit amounts. The Housing Benefit is calculated by taking income, rent and location into account to give the most Housing Benefit to households in greatest need.

MONITORING AND REPORTING

BC Housing is responsible for monitoring the effectiveness of the CBCHB program and reporting on a number of outputs that directly relate to services provided as agreed with CMHC. BC Housing regularly reports to the federal and provincial governments and the public on the program.

REFERENCE MATERIALS

- [CBCHB Program Framework](#)

CAPITAL RENEWAL FUND (CRF)

Program Summary

In 2018 the Provincial Government announced significant new funding for affordable housing across British Columbia, including more than \$1.1 billion over the next 10 years to protect existing affordable housing.

This funding program responds to the Province's commitment to protect existing affordable housing units that are owned by non-profit housing providers and PRHC. It represents a much-needed investment into building rehabilitation and repair, to increase building safety against a major fire or earthquake, and to improve energy performance for existing affordable housing. Funding, including cost-matched funding, under the B.C. Priorities Initiative and the Canada Community Housing Initiative of the CMHC-BC Bilateral Agreement is applied to support this program.

QUICK REFERENCE	
Period Active:	2018 to present
Program Funding #:	Use existing project specific Funding Program
Project Ownership:	Non-profit projects either owned by the non-profit or under a long-term lease. PRHC projects either owned by PRHC or under a long-term lease to PRHC.
Agreements:	Existing funding agreement or Capital Renewal Funding Operating Agreement

FINANCING

Under \$500K:

- Forgivable loan secured via commitment letter (the forgivable mortgage and S.219 covenant may be waived)
- CRF loan is forgiven 1/10 per year over 10 years
- Housing must remain as affordable for minimum 10-years from the commitment date

Over \$500K:

- Forgivable mortgage and S.219 covenant registered on title
- CRF loan is forgiven 1/10 per year over 10 years
- Must have operating agreement for at least 10 years. If current agreement expires prior to 10 years from time of commitment, stub agreement required.

AGREEMENTS

An operating agreement securing the project as affordable housing for a minimum of 10 years following funding is required. If the existing operating agreement expires in less than 10 years, a CRF Operating Agreement will take into effect after the expiry date of the original agreement.

ELIGIBLE PROJECT TYPE

Project must maintain or benefit the Facility Condition Index (FCI) or improve seismic and fire safety, or energy performance.

PRHC-owned buildings must demonstrate a "betterment" of the property (i.e., extension to useful life of the building, an increase in the service potential, or lower the operating costs of the building.)

REFERENCE MATERIALS

- [Capital Renewal Fund - Funding Framework](#)

COMMUNITY PARTNERSHIP INITIATIVE (CPI)

AFFORDABLE NON-PROFIT RENTAL AND HOMEOWNERSHIP

Program Summary

Since 2001, BC Housing has partnered with non-profit societies, government agencies and community organizations to create affordable housing for low and moderate income households in communities across British Columbia, through the Community Partnership Initiative (CPI), a wholly provincial program.

CPI may provide interim construction or take-out financing to create both affordable rental and homeownership units. To be eligible for CPI financing, the program principles require that:

- Community need and demand for the project are established
- The project is financially sustainable
- The project is supported by the community and consistent with official community plans and strategies
- Program partners maximize their equity contributions

Affordable housing projects must be self-sustainable to qualify for CPI financing: CPI does not provide grants or ongoing operating subsidies. When projects offer resident support or services, providers obtain additional funding from other programs and/or commitments from other funders.

BC Housing considers CPI funding proposals through open proposal calls for submissions. For current information about bid, BC Housing uses [BC Bid](#). The evaluation is based on proponent and project eligibility, need and demand, lending criteria and available financing. For more detail, see the [CPI Program Framework](#) and [Lending Criteria Guide](#).

QUICK REFERENCE

	Affordable Non-Profit Rental Housing	Affordable Homeownership
Projects Awarded	2001 to present	2012 to 2018
Target Group:	Low and moderate income households	Low and moderate income households
Program Funding #:	555	555
Project Ownership	Housing provider, but may vary.	Project partner during construction; homeowner following purchase of individual unit.
Capital Financing:	Interim construction financing Take-out financing	Interim construction financing Equity contribution from project partner
Agreements:	The non-profit partner enters into an operating agreement with BC Housing, normally for five years longer than the mortgage amortization period.	The project partner enters into an agreement with BC Housing governing the development and sale of units. Partners enter into a Purchase and Sale Agreement with all purchasers.
Household Income:	Low and moderate income households.	Low and moderate income households.

	Project partners may apply lower income limits for some or all units. <i>Refer to operating agreement.</i>	Project partners may apply lower income limits for some or all units; there is no asset test
Units Eligible for Subsidy:	Not eligible for subsidy.	Not eligible for subsidy.

FINANCING

Construction Financing

BC Housing can provide interim construction financing at a competitive interest rate to develop affordable housing, including new construction, purchase, or renovating existing buildings to preserve affordability. Interim financing may be approved up to 100% of the capital cost of the affordable housing portion of an eligible project. Interest savings realized from construction financing will be used to reduce the capital cost and/or tenant rents.

Before BC Housing commits to a project, the non-profit or private partner must demonstrate the ability to pay out the interim construction loan.

Take-out Financing (affordable rental housing only)

BC Housing may arrange take-out financing for eligible non-profit partners (i.e., a mortgage with a private lender insured by Canada Mortgage and Housing Corporation), through a competitive tender process at lower rates. BC Housing typically requires the following security registered on title:

- A mortgage in favor of BC Housing
- A Section 219 restrictive covenant

Security considerations will vary from project to project. However, the project partner must enter into an agreement with BC Housing and must have a mortgageable interest in the property, free and clear of any encumbrances or title defects which would prevent the registration of a mortgage and security documentation.

RESIDENT SELECTION

Residents selected through The Housing Registry or a provider managed applicant list for the Affordable Rental Housing units. For the Affordable Homeownership units, project partners market the units, and identify and select eligible purchasers.

RENTS AND ELIGIBILITY

Affordable Rental Housing:

Project partners select residents and verify their income at initial occupancy. Rents must be affordable for eligible tenants throughout the term of an operating agreement with BC Housing. The rent structure will vary, depending on the characteristics of the particular project, the tenant population served, and whether or not funding from other sources is included. Rent revenue must support all operating costs, including debt servicing. As a result, rents may be structured as RGI, fixed rent and/or up to affordable market rent. See operating agreement.

For projects involving a mix of unit sizes, the corresponding income threshold will be applied to each unit.

- Household income is to be verified by the project partner on commencement of tenancy.
- No asset testing.

- Households that are eligible for assistance through the Shelter Aid for Elderly Renters (SAFER)⁹ program or the Rental Assistance Program are eligible.
- Additional eligibility criteria may apply to some projects. Refer to project operating agreement.

Affordable Homeownership:

Project partners market the development to qualified purchasers and verify household income for all buyers before signing a *Purchase and Sale Agreement*.

To be eligible, the purchaser must:

- Be age 19 or older; be a Canadian citizen or landed immigrant and permanently reside in BC; intend to use the unit as their primary residence; and not currently own or have an ownership interest in a home.
- Provide a minimum cash down payment of 1% of the purchase price.
- Be pre-approved for a mortgage from a private lending institution.
- Complete homeownership education acceptable to BC Housing and the lending institution.
- No asset testing.

Units are priced at or below 90% of fair market value. In some projects, an optional second mortgage can be extended by a project partner to bridge the gap between the buyer's contribution and the property's fair market value.

REPLACEMENT RESERVES

Project partners are responsible for funding and replacing all capital items and for insuring the property and improvements. For rental projects, BC Housing approves the initial replacement reserve and capital plan.

MONITORING AND REPORTING

Affordable Rental Housing:

Operational Review: BC Housing may conduct an onsite operational review from time to time, with previous notice.

Budget Approval: BC Housing reviews development proposals only.

Financial Statements: See operating agreements, if any.

Audit: Operating agreements generally give the right to BC Housing to inspect books and records.

Refer to your operating agreement or contact your Non-Profit Portfolio Manager for specific details.

Affordable Homeownership:

Budget Approval: BC Housing reviews development proposals only.

BC Housing does not require close monitoring after the initial sale. However, project partners can opt to have homeowners prove the property is being maintained as their primary residence. The 2nd mortgage holder will be responsible for monitoring applicable provisions.

REFERENCE MATERIALS

- [Community Partnership Initiative Program Framework](#)
- [Lending Criteria Guide](#)
- [Housing Needs & Demands Study Template](#)

⁹ A type of rent supplement program that BC Housing offers to eligible low-income older adults and people with disabilities.

EMERGENCY SHELTER PROGRAM (ESP)

Program Summary

In 2005, the [Emergency Shelter Program](#) (ESP) was transferred to BC Housing from the Ministry of Employment and Income Assistance, as part of a provincial initiative to centralize housing and homelessness services.

ESP is wholly provincial and funds emergency shelter accommodation, seasonal shelter services, drop-in-services, and other specialized programs for people who are experiencing homelessness or are at risk of homelessness. Emergency shelters provide short-term responses to the challenge of homelessness, including temporary accommodation, and operate year-round and most offer services 24/7. Clients do not pay for accommodation or services.

Program services include:

- **Essential Services** – To meet clients' immediate needs for accommodation, nutritious meals, security, and basic hygiene
- **Gateway Services** – To help clients break the cycle of homelessness by connecting them to appropriate housing and community services.
- **Drop-in Services** (where available) – To provide clients with a safe and secure gathering space for various programs and activities.

Providers offer these services depending on local need, BC Housing resources and the provider's service mandate. Funded services are provided at no cost to the clients and will be outlined more specifically in individual support services agreements.

Some service providers also offer drop-in services like meals, laundry, and hygiene support.

This program does not fund construction costs, but some shelters have been built with funding from other housing programs like the Provincial Homelessness Initiative (PHI). In this case, service providers may have another service agreement with BC Housing, which will contain additional information.

See the [Emergency Shelter Program Framework](#) for more detail.¹⁰

QUICK REFERENCE	
Period Active:	2005 to present
Target Group:	Individuals who are experiencing homelessness or are at risk of homelessness.
Program Funding #:	560
Project Ownership	Non-profit housing providers and some private operators.
Agreements:	Support Services Agreement generally three years, expiring March 31
Household Income:	There is no income testing for this program
Units Eligible for Subsidy:	BC Housing pays subsidy based on the approved operating budget.

¹⁰ Please see the [Extreme Weather Response program](#) for information on temporary shelters open during winter.

ELIGIBILITY

Services are accessible to anyone age 19 or older who is experiencing homelessness or is at risk of homelessness, regardless of ethno-cultural background, religious beliefs, disability, mental health status, gender identity, or sexual orientation. A range of services will be available in the shelter system to ensure access for a diverse population. BC Housing may agree to fund shelters that target specific populations, depending on community needs, the availability of alternative services in the community and the provider's service mandate.

Children under the age of 19 can receive services if accompanied by a parent/guardian, or referred by a social worker acting under the [Child, Family, and Community Service Act](#).

AGREEMENTS

Providers approved for program funding are required to enter into a support services agreement with BC Housing. Operating budgets are negotiated for each provider based on information submitted by the provider. Eligible program costs are outlined in the agreement, and usually include:

- Program staff salaries
- Direct program expenses
- Property management expenses
- Administration

Providers may secure additional funding from other sources for client services and activities not outlined in the support services agreement.

RENTS

Clients do not pay for accommodation or services.

OPERATING BUDGET

BC Housing reviews and approves the operating budget and expenditures annually on the provider's fiscal year end.

SURPLUSES/DEFICITS

Upon approval, service providers may retain and reinvest surplus funds for programs to benefit clients, which are related to funded services. The provider is responsible for any operating deficits incurred.

CAPITAL REPAIRS AND REPLACEMENTS

This program funds the delivery of shelter and support services only, with no commitment to fund capital replacements.

Shelters built under another BC Housing program, such as the [Provincial Homelessness Initiative](#), may be eligible for capital replacement funding under that program. See other operating agreements for details.

PERFORMANCE REQUIREMENTS

- Number and percentage of clients housed within 60 days.
- Number and percentage of clients experiencing chronic homelessness housed within 100 days.
- Number and percentage of clients who are verified as remained housed at 6 and 12 months.

MONITORING AND REPORTING

Database:

Providers report regularly using the Database provided by BC Housing, to report on a number of outputs and outcomes that directly relate to activities and services provided to Clients. Providers are responsible for obtaining client consent. Clients are asked to sign a release to allow collection of personal information for the Database, in accordance with the [Personal Information Protection Act](#). Signing the release is not a requirement for receiving service. Clients who decline to sign the release are reported as anonymous.

Financial Review:

Providers submit audited financial statements and other supporting documentation to BC Housing to facilitate an annual review of financial operations.

Operational Review:

With 30 days written notice, BC Housing may conduct an onsite operational review from time to time to determine fulfillment of the terms of the support services agreement. The review includes interviews with the provider's management, an on-site visit and physical inspection, and a review of service delivery, policies, procedures, and other relevant documents, as requested.

REFERENCE MATERIALS

- [Emergency Shelter Program Framework](#)

ENERGY EFFICIENCY RETROFIT PROGRAM (EERP)

Program Summary

In 2011, BC Housing, BC Non-Profit Housing Association (BCNPHA) and BC Hydro formed a partnership to increase the energy efficiency of social housing developments and return some of the resulting savings to participating non-profit housing providers. In 2014, this partnership was extended to include FortisBC incentive programs for gas-fired items. In 2018, the Province of BC released its CleanBC plan for reducing climate pollution and setting GHG reduction targets for public sector organizations.

The program provides further funds in addition to the existing BC Hydro Power Smart Partner or FortisBC incentive programs to enable housing providers to complete small-scale energy saving retrofits of items like light fixtures or boilers.

The Energy Efficiency Retrofit Program (EERP) is intended to help non-profit housing providers make a variety of energy saving upgrades to enhance tenant comfort and safety, realize ongoing energy savings, and take action to reduce greenhouse gas emissions.

Non-profit housing providers are eligible where:

- Application has been pre-approved by BC Hydro, Fortis BC, PNG or other utility and government incentive program, as appropriate.
- Provider is in good standing with the applicable BC Registry.
- The project involves housing owned or leased by the provider, under an eligible operating agreement with BC Housing.
- There are no existing breaches, or material debts outstanding under agreement with BC Housing.
- The provider must continue to provide affordable housing for low and moderate income households for a minimum of 10 years.
- Projects must be eligible for the Capital Renewal Fund (CRF) program and are small-scale energy retrofit items within an approximate \$100K budget.

QUICK REFERENCE

Period Active:	2011 to present
Target Group:	Non-profit housing providers.
Project Ownership:	Owned or leased by the housing provider.
Capital Financing:	Capital grants provided to eligible and approved projects to cover the gap between approved project costs and the utility incentive program contributions, up to a maximum of \$100,000

APPLICATION AND SCREENING

Applications will be reviewed and processed as annual EERP funding and resources remain available.

- *Lighting:* Applications are processed on a first-come, first-served basis until funding is exhausted for each year.
- *Gas-fired items:* Applications will be evaluated, and priority assigned, according to component performance and life/years remaining.

BC Hydro: A list of pre-approved applications from BC Hydro is forwarded to BCNPHA who confirm eligibility and forward to BC Housing for review. With approval by BC Housing, providers complete retrofits on approved projects, submit required paperwork to BC Hydro, and BC Housing then issues payment to the provider.

Fortis BC: Interested applicants should contact either BC Housing’s Smart Buildings & Energy Management team or BCNPHA’s Energy Services Department to determine project suitability and pre-eligibility. The provider must retain an engineer consultant to help determine scope and secure competitive bids through a Request for Proposals (RFP). The provider then applies to the EERP and FortisBC program. Upon receiving approval from BC Housing, providers complete retrofits, submit required paperwork to BC Housing and FortisBC. BC Housing then issues payment to the provider.

SURPLUSES/DEFICITS

Currently no restrictions on how surpluses can be used. Deficits are the responsibility of the provider. The provider should have sufficient funds to carry full project costs.

MONITORING AND REPORTING

Neither the grant nor the utility incentive will be treated as revenues for the purpose of subsidy calculation. Any funds received are excluded from the calculation of surplus/deficit for subsidy reconciliation purposes.

REFERENCE MATERIALS

- Website: [BC Non-Profit Housing Association](#)
- [Energy Efficiency Retrofit Program](#)
- [Energy Efficiency Retrofit Program Framework](#)
- [Fortis BC Boiler Rebate Program](#)

EXTREME WEATHER RESPONSE PROGRAM (EWR)

Program Summary

The Extreme Weather Response program grew out of a grassroots initiative to address emergency shelter needs in winter, and was formalized in 2010 after the introduction of the [Assistance to Shelter Act](#). The Act enables local police and RCMP to assist homeless people on the street during extreme weather, by bringing them to a shelter or connecting them with a shelter worker. The legislation applies only when a community has issued an Extreme Weather Alert, in conjunction with opening extra shelter beds under the EWR program.¹¹

EWR funding enables communities to temporarily increase emergency shelter capacity during extreme weather conditions that threaten the safety and health of homeless people. The program funds time-limited, temporary shelter beds needed during extreme weather. Clients do not pay for shelter services.

This program does not provide construction funding. However, a shelter may have been built with funding from another housing program like the Provincial Homelessness Initiative (PHI). In this case, shelter providers may have another operating agreement with BC Housing, which will contain additional information.

Emergency Shelter Program administration was transferred to BC Housing from the Ministry of Employment and Income Assistance in 2005, as part of a provincial initiative to centralize the housing and homelessness service.

QUICK REFERENCE

Period Active:	2005 to present
Target Group:	Absolute homeless at risk of suffering physical harm from extreme weather conditions; efforts should also be made to accommodate those who are homeless due to crisis, the hidden homeless, and those at risk of homelessness.
Program Funding #:	560
Project Ownership:	Non-profit providers; faith-based organizations; government-owned spaces.
Capital Financing:	N/A
Agreements:	EWR Program Services Agreement, 3-year terms. Each community participating in the EWR program submits its annual Extreme Weather Response Plan to BC Housing. Service providers' budget allocations are based on nightly budgets approved by BC Housing.
Household Income:	There is no income testing for this program.
Units Eligible for Subsidy:	BC Housing makes payment based on the approved amount submitted every two weeks on the Extreme Weather Response Shelter Invoice form.

ELIGIBILITY

The EWR program targets the absolute homeless first, but strives to accommodate people who are homeless due to crisis, the hidden homeless, and those at risk of homelessness. EWR shelters are available to all adults (age 19 or older)

¹¹ Previously, the [Emergency Shelter Program](#) funded additional shelter winter beds on an as-needed basis.

and families, regardless of ethno-cultural background, religious beliefs, physical disability, mental health status, gender identity, or sexual orientation.

Children under the age of 19 can receive service only if accompanied by a parent/guardian, or referred by a social worker under the [Child, Family, and Community Service Act](#).

RENTS

Clients do not pay for shelter services.

BUDGET APPROVAL

An Extreme Weather Shelter Nightly Budget is submitted annually for each shelter; BC Housing reviews and approves the budget.

An annual Extreme Weather Shelter Nightly Budget is submitted, along with the community's EWR Plan, for each shelter included in the plan. BC Housing reviews and approves the budget.

BC Housing pays expenses only when they are incurred due to an Extreme Weather Response, would otherwise not have been incurred, and are identified in the approved nightly budget. Eligible expenses include:

- Shelter staff costs, including reasonable volunteer recognition or honoraria
- Food costs
- Cleaning and laundry costs
- Client transportation to and from the shelter
- First aid supplies

BC Housing does not pay for any capital expenses or equipment (i.e., mats and blankets).

REPLACEMENT RESERVES

N/A. EWR provides funding for shelter services only.

MONITORING AND REPORTING

Financial Review: Service providers do not have to submit financial statements.

Operational Review: N/A. Annually, regional staff will contact service providers to solicit feedback on service delivery.

Daily Reporting: Submitted using the Extreme Weather Shelter Nightly Occupancy Form or other approved form.

Financial Review: Financial statements not reviewed or required as of April 2010.

Operational Review: N/A. Annually, regional staff will contact service providers to solicit feedback on service delivery.

Daily Reporting: Submitted using the Extreme Weather Shelter Nightly Occupancy Form or other approved form. Report includes:

- Number of people sheltered
- Gender of people sheltered
- Age category of people sheltered (over/under 19 years)
- Number of turnaways
- Information on any critical incidents

REFERENCE MATERIALS

- [Extreme Weather Response Program Framework](#)

HOMELESS OUTREACH PROGRAM (HOP)/ HOMELESS PREVENTION PROGRAM (HPP)

Program Summary

The Homeless Outreach Program (HOP) connects people who are experiencing homelessness or at risk of homelessness with housing, income assistance, and community-based social and health services. Non-profit outreach workers engage clients to assess need, assist with personal goals, and connect individuals and families with stable accommodation and appropriate services.

This wholly provincial program has been funding outreach services across the province since 2006. Where applicable, service providers administer rent supplements to secure housing for individuals or families in the private market, often in communities with limited public housing. Where appropriate, outreach workers offer support/resources to landlords providing tenancy.

For many clients, the program represents the first step in moving towards independence. Homeless outreach is often the first point of contact with the provincial housing and support services system, providing an opportunity to find long-term or more stable housing, as well as referrals to appropriate services. Intended program outcomes include housing stability and connections with support services to strengthen client health and well-being.

As of 2014, in some communities, the Homeless Prevention Program (HPP) provides additional preventative measures such as rental supplements and supports to help individuals and families who are at immediate risk of homelessness due to crisis or transition.

The Indigenous Outreach stream, previously referred to Aboriginal Homeless Outreach Program (AHOP), was included in the HOP Program Framework in 2018. HOP includes targeted funding to enable Indigenous individuals who are experiencing homelessness or at risk of homelessness to access Housing, support services, and other culturally appropriate community resources.

QUICK REFERENCE

Period Active:	2006 to present
Target Group:	Individuals who are experiencing homelessness or at risk of homelessness. <u>HPP</u> : People leaving the corrections and hospital systems, women who have experienced violence or are at risk of violence, youth (including those in the care system), and Indigenous people.
Program Funding #:	HOP – 565; HPP – 601
Project Ownership:	Projects have no physical connection with any particular buildings or housing developments.
Capital Financing:	N/A
Agreements:	Support Services Agreement, generally three years
Household Income:	<u>Outreach Services</u> : N/A <u>Rent Supplements</u> (where applicable): At or below the Housing Income Limits

ELIGIBILITY

Services under HOP are accessible to anyone aged 19 or older who is experiencing homelessness or at risk of homelessness, regardless of ethno-cultural background, religious beliefs, physical disability, mental health status, gender identity, or sexual orientation. Children under the age of 19 can receive services only if accompanied by a parent/guardian, or referred by a social worker under the [Child, Family, and Community Service Act](#).

To be eligible for rent supplements, gross household income must be at or below the Housing Income Limits at initial occupancy. The service provider reviews the client's proof of income and assets and keeps copies on file.

RENTS

Outreach Services: Clients do not pay for services.

Rent Supplements: Where applicable, rent supplements are administered by HOP providers and are directed to homeless individuals or families to secure housing in the private market. Rent supplements help clients pay rent when they are unable to make the full payment on their own. See individual agreements for details.

SUBSIDY CALCULATION

Monthly payments as set out in the approved operating budget. BC Housing pays the service provider a maximum amount for each individual client. Rent supplement payments are normally issued directly to the landlord, not the client. Service providers should have a mechanism for verifying the rental supplement was used for its intended purpose.

OPERATING BUDGET

Annually, service providers prepare an operating budget with all annual revenues and expenses related to services in the agreement (in a format provided by BC Housing) and submit it to BC Housing for approval. Eligible costs include staffing, program administration, and overhead. Service providers also submit a staff schedule which lists the salaries and benefits paid for, in full or in part, by funding provided under the agreement.

Upon approval, providers may retain and reinvest surplus funds for programs to benefit clients where such programs are related to the funded Services. Providers are responsible for covering any deficits.

MONITORING AND REPORTING

Database: Service providers report on a number of outputs and outcomes directly related to activities and services provided to clients. Clients are asked to sign a release to allow collection of personal information for the Database provided by BC Housing, in accordance with the [Personal Information Protection Act](#). Signing the release is not a requirement for receiving service. In addition, service providers enter data on all rent supplement payments (where applicable) into the Database.

Financial Review: Providers submit financial statements and staff schedules to BC Housing to facilitate an annual review of financial operations. A copy of current certificate(s) of insurance is also submitted, as set out in the service agreement. A separate Schedule of Revenue and Expenditure is included in the annual financial statements for each service offered beyond the scope defined in the service agreement.

Operational Review: BC Housing may conduct an onsite operational review from time to time, with 30 days' written notice. In addition, BC Housing may conduct random audits to verify appropriate use of funds, including rent supplements.

REFERENCE MATERIALS

- [Homeless Outreach Program Framework](#)

HOUSING ENDOWMENT FUND (HEF)

Program Summary

In 2007, the HEF was established with a \$250 million capital endowment to encourage new ideas and support innovative housing solutions for British Columbians most in need.

In 2011, the purpose of the HEF was broadened to include the acquisition, development, or operation of affordable, social or supportive housing. The annual investment revenue is paid out in keeping with the mandate and purpose of the fund.

The objective of the fund is to generate new ideas and support innovative housing solutions that address housing needs not adequately served through existing housing programs and are sustainable without ongoing operating revenue from the fund. Preference is given to housing initiatives that are consistent with the provincial housing strategy and address the needs of households with Low and Moderate Income. Initiatives must also have strong partnership contributions from local government, community organizations, private and non-profit sectors, and other government agencies.

QUICK REFERENCE	
Projects Awarded:	2007 to present
Program Funding #:	586
Project Ownership:	Non-profit provider
Capital Financing:	Grants, generally secured by a forgivable mortgage.
Agreements:	One-of-a-kind operating agreements. Refer to individual projects.
Household Income:	Low and Moderate Income
Units Eligible for Subsidy:	N/A. Projects must be sustainable without ongoing operating subsidy.

INDEPENDENT LIVING BC (ILBC)

NON-PROFIT AND RENT SUPPLEMENT – PHASE 1 AND PHASE 2

Program Summary

Independent Living BC provides rental housing and support services for low and moderate income seniors and people with disabilities, who need some assistance to live independently but do not require 24-hour residential care. ILBC is an assisted living partnership between BC Housing, regional health authorities, and non-profit and private sector housing providers.

ILBC residents pay a “tenant contribution” towards accommodation, hospitality services and personal care, calculated at 70% of after-tax income, up to a maximum rent. As of January 1, 2015, a hydro surcharge of \$18.00 per month is also payable in addition to the tenant contribution.

Hospitality services include two meals daily, housekeeping, laundry, recreational opportunities and 24-hour emergency response. Personal care services include assistance with grooming, mobility, and medications.

Non-profit and for-profit housing providers operate ILBC units; their organizations and facilities must be registered with the Office of the Assisted Living Registrar, under the [Community Care and Assisted Living Act](#).

ILBC projects are wholly provincially funded and were awarded between 2002 and 2008.

Reference Materials

- [ILBC Program Framework](#)
- Website: [Assisted Living Registry](#)

INDEPENDENT LIVING BC (ILBC): NON-PROFIT PHASE 1 & PHASE 2

Also known as Budget Led ILBC Projects

Program Summary

Non-profit ILBC providers receive subsidies to operate developments that consist entirely or predominantly of ILBC units. Some developments were purpose built for ILBC; others were converted. When construction occurred, capital costs were amortized over a 35-year mortgage. Many projects were built on land owned by a non-profit provider or leased from a health authority or other public body.

QUICK REFERENCE	
Projects Awarded:	Projects were awarded between 2002 and 2008; no new project funding is available
Target Group:	Low and moderate income seniors and people with disabilities who require some assistance to live independently
Program Funding #:	553, 554, 558, 563, 564, 568
Project Ownership:	Land is usually owned by the non-profit provider or leased from a health authority or other public body such as a municipality or government agency.
Capital Financing:	<ul style="list-style-type: none"> • Equity • Construction Financing • Take-out Financing • Grants
Agreements:	<p>Usually 35-year terms.</p> <p>Providers are also required to enter into an <i>Assisted Living Agreement</i> with the health authority. ILBC units are not governed by the <i>Residential Tenancy Act</i>.</p>
Household Income:	<p>Households are income tested at the time of application, generally by the Health Authority case manager.</p> <p>In subsequent years, income is verified through the Ministry of Health and health authorities, who advise the housing provider, the resident, and BC Housing of the new tenant contribution (effective January 1st each year).</p>
Units Eligible for Subsidy:	As set out in the operating agreement; often 100% of units are eligible for subsidy in a non-profit building. ILBC units may be mixed in a larger seniors' development in some cases. Tenants living in a non-profit ILBC development are not eligible for SAFER ¹² .

FINANCING

Equity: Provider and community partners contributed a minimum of 10% of the capital cost.

Construction Financing: Remaining capital cost financed through BC Housing.

Take-out Financing: Private mortgage taken out, insured through BC Housing, and amortized over 35 years for new construction and 25 years for renovations.

¹² A type of rent supplement program that BC Housing offers to eligible low-income older adults and people with disabilities.

Grants: A grant of up to \$25K/unit was available for some units through BC Housing's partnership with CMHC.

ELIGIBILITY AND RESIDENT SELECTION

The regional health authority places tenants in assisted living units. Over time, residents' ability to remain independent may decline, and some residents may need support that exceeds ILBC services. The health authority determines whether an ILBC unit is no longer appropriate to meet a resident's needs. Providers will work with the health authority as these decisions are made and develop exit criteria for residents.

Providers need to sign a *Residency Agreement* with each tenant, defining both the occupant and provider's obligations for accommodation and hospitality services. The health authority also needs to review and approve the agreement, as it may have additional criteria for this contract.

RENTS

Tenants pay 70% of after-tax income towards accommodation, hospitality, and personal care services, subject to a minimum rent and up to a maximum rent. The maximum rent is based on a survey of market prices for assisted living accommodation and hospitality in different regions, plus an amount for personal care determined by each health authority.

In the fall of each year, the health authority advises residents and the housing provider of the new rent contributions for January of the following year (based on Ministry of Health and health authority calculations from the resident's previous year's tax return). The health authority gives the rates to BC Housing.

Residents receiving Income Assistance pay a flat rent, based on the amount of assistance. The Ministry of Health sets the minimum rent and rate for income assistance recipients.

SUBSIDY CALCULATION

Phase 1: BC Housing subsidizes the difference between 30% of resident income and shelter costs only; the rest of the tenant contribution goes toward hospitality and personal care costs, which are subsidized by the health authority, if necessary.

Phase 2: BC Housing subsidizes the difference between 70% of resident income and the costs of both shelter and hospitality services; the health authority subsidizes personal care costs only.

Subsidy is paid monthly to the provider and reviewed and adjusted quarterly.

OPERATING BUDGET

Most ILBC developments have a five-year budget cycle; in between review years, BC Housing adjusts budgeted shelter costs to reflect changes in the Consumer Price Index (see operating agreement).

Providers prepare an annual budget listing expenses and revenues separately for the shelter, non-shelter, and support service components, plus a combined amount. Phase 2 budgets include hospitality expenses.

SURPLUSES/DEFICITS

The housing provider manages any surpluses or deficits.

CAPITAL REPAIRS AND REPLACEMENTS

Please refer to the Operating Agreement for project specific requirements.

The amount to be set aside was determined by CMHC and the use of those funds was approved by CMHC. BC Housing assumed administration in 2007 under the SHA.

Replacement reserves enable housing providers to plan for the replacement of certain capital items that periodically wear out, so the building continues to be functional over its useful life. See the [Standardized List of Replacement Items](#) for a list of eligible replacement reserve items. Approved items and replacement cycles vary according to building design, tenant use and the physical environment.

The replacement reserve is funded as part of the operating budget, through an annual or monthly transfer from the operating bank account to the replacement reserve account. The amount transferred to the replacement reserve is set out in the operating budget.

Replacement reserves are intended to replace items with a short-term life, such as flooring, appliances, etc. Major undertakings, such as window replacement or re-piping, may require significant capital expenditures as buildings age. Housing providers are responsible for planning and funding these upgrades or other modernization projects and need to obtain funding through fundraising or additional financing (which may not be subsidized).

BC Housing may be able to help providers prepare a full condition assessment to establish a long-range capital plan. Contact your Non-Profit Portfolio Manager for more information.

MONITORING AND REPORTING

Providers must notify BC Housing of changes in occupancy, usually as changes occur and at least quarterly. Generally, providers work with the health authority case managers to complete paperwork as new clients move in. In addition, the housing provider or health authority advises BC Housing of any other rate changes during the year, including hardship adjustments approved by the case manager. BC Housing performs an annual Financial Review, and the provider performs an annual Rent Calculation Review.

BC Housing is permitted to conduct an Operational Review at any reasonable time, which can include an inspection of the development, designated units, tenant records, and, for Phase 2 units, hospitality services. Health authorities may monitor hospitality and care services at any time and collaborate with BC Housing staff to conduct on-site reviews.

BC Housing's Internal Audit Department may select tenants at random for an income declaration audit, and providers at random for an agreement compliance audit.

Phase 2 providers also conduct resident satisfaction surveys.

INDEPENDENT LIVING BC (ILBC): RENT SUPPLEMENT PHASE 1 & PHASE 2

Program Summary

Private market housing providers receive rent supplements to make some private assisted living units affordable for low and moderate income seniors and persons with disabilities. BC Housing pays rent supplements at a fixed rate per unit per month.

Residents pay 70% of after-tax income towards accommodation, hospitality, and personal care services, up to a maximum rent determined by the health authority, which varies across communities.

The health authority covers the cost of personal care services and, in Phase I, also subsidizes hospitality services.

QUICK REFERENCE	
Projects Awarded:	Projects were awarded between 2002 and 2008; no new project funding is available.
Target Group:	Low and moderate income seniors and persons with disabilities who require some assistance to live independently.
Program Funding #:	Phase 1: 552, Phase 2: 562
Project Ownership:	Building and land is owned either by a private housing provider or by a non-profit provider.
Capital Financing:	Private financing.
Agreements:	Most rent supplement agreements are for five years and renewable, but some agreements are for 10 years or longer. Providers are required to enter into an <i>Assisted Living Agreement</i> with the health authority. <i>Note: agreements vary; check individual agreements for details.</i>
Household Income:	All households are income tested at time of application.
Units Eligible for Subsidy:	Usually a limited number of units in a complex.

RESIDENT SELECTION

The regional health authority places residents in assisted living units.

RENTS

Residents pay 70% of after-tax income for housing, hospitality, and personal care services, subject to a minimum rent set by the Health Authority, and up to the maximum rent, plus a hydro surcharge. The maximum rent is determined by the Health Authority and varies across communities.

In practice, most residents will pay either:

- 70% of income, based on the ILBC Rent Scale (plus the hydro surcharge), or
- A flat rent amount, if a tenant receives Income Assistance, or has a very low income and 70% is less than the flat rent amount (including the hydro surcharge), or

- The Agreed Rent for the unit, which represents the cost of shelter and hospitality services, exclusive of personal care costs agreed to separately. If the tenant contribution (70% of after tax income) is at or greater than the agreed rent, the tenant is not eligible for a rent supplement.

Providers need to sign a *Residency Agreement* with each tenant, defining the occupant and provider's obligations for accommodation and hospitality services (refer to ILBC Phase 1 Guide for Private Operators). The Health Authority also needs to review and approve the agreement, as it may have additional criteria for this contract.

RENT SUPPLEMENTS

ILBC operators provide shelter, hospitality, and personal care services for residents. BC Housing provides a monthly rent supplement toward the shelter costs, while local health authorities provide a subsidy towards the cost of hospitality and personal care services.

BC Housing does not make vacancy payments in most projects; however, payments are made in some projects if units are vacant longer than three months (see the operating agreement for details).

If the tenant contribution is at or greater than the Agreed Rent (cost of shelter and hospitality services), the tenant is not eligible for a rent supplement.

SUBSIDY CALCULATION

As with budget-led subsidies, the cost of personal care services is covered by the Health Authority pursuant to the Assisted Living Agreement. In Phase I, the Health Authority is also responsible for subsidizing hospitality services.

For both Private Phase 1 and 2: amount of subsidy is usually increased annually at CPI, but the combined total of Tenant Rent Contribution and subsidy will not exceed market rent.

REPLACEMENT RESERVES

N/A. Designated units will be repainted at the provider's cost once every eight years, and carpets and drapes/blinds cleaned no less than once every two years.

MONITORING AND REPORTING

Private providers are required to provide tenant proof of income (may come from Health Authority), vacancies longer than 3 months, annual activity report and resident satisfaction surveys (for Phase 2 only).

Audit: BC Housing Internal Audit Department may randomly select tenants for an income declaration audit.

Operational Review: Full Operational Review not applicable. BC Housing is permitted to inspect the development, designated units, and tenant records at any reasonable time. Inspection is mainly a physical inspection. The local Health Authority may also conduct a review.

MENTAL HEALTH HOUSING PROGRAM (MHH)

Program Summary

The Mental Health Housing (MHH) program's purpose is to increase the supply and range of affordable and appropriate rental housing across British Columbia for low and moderate income individuals with mental health and substance abuse issues.

QUICK REFERENCE	
Projects Awarded:	2016 to present
Target Groups:	Low and moderate income individuals with mental health and substance abuse issues.
Program Funding #:	614
Project Ownership:	Non-profit provider owned and operated.
Capital Financing:	Grants are provided and secured by a forgivable mortgage registered on title.
Agreements:	Provincial Investment in Affordable Housing agreements, and/or Health Agreements.
Household Income:	Low and moderate income
Units Eligible for Subsidy:	BC Housing may provide operating subsidy (at its sole discretion) where revenues from the project fail to cover all approved operating costs.

RESIDENT SELECTION

Referred by the health authority or selected from an applicant eligibility list.

RENTS

Occupancy fee as set out in the Health Agreement. Where there is no Health Agreement in place, rents are set at or below the affordable market rent.

CAPITAL FUND

Capital repairs and replacements are funded in accordance with the Schedule of Capital Repairs approved by BC Housing.

MONITORING AND REPORTING

Audited financial statements are submitted to BC Housing.

PROVINCIAL HOUSING PROGRAM (HOMES BC)

Also known as Wholly Provincial Non-Profit

Program Summary

Three HOMES BC program components target a diverse range of households, through long-term operating agreements with non-profit partners, or rent supplements for households in private and non-profit housing:

1. HOMES BC Regular (serves families and seniors)
2. HOMES BC Homeless-at-Risk (HAR) and Low Income Urban Singles (LIUS)
3. HOMES BC Rent Supplement and Rent Support (serves families, seniors and persons with disabilities living in private or non-profit housing)

Projects were awarded between 1993 and 2003. Capital costs were amortized over a 35-year mortgage. Many projects were built on land owned by the Provincial Rental Housing Corporation (PRHC) and leased to non-profit providers for 60 years. The land and buildings revert to PRHC when the lease expires. If the lease is pre-paid, it is amortized into the mortgage along with the capital costs.

BC Housing provides subsidies to bridge the gap between Tenant Rent Contributions and the approved operating budget for 35 years. Operating agreements set program standards and targets, and remain in effect for 60 years, well after the termination of subsidy.

In many cases, BC Housing provided low cost CMHC loan insurance and arranged low interest rates and favourable terms for HOMES BC mortgages with a *National Housing Act* approved lender.

HOMES BC REGULAR

Program Summary

This HOMES BC program provides housing for low-income families with children, independent disabled persons, and seniors. The majority of projects are mixed income developments, with 60% RGI units and 40% market units.

RGI residents pay a Tenant Rent Contribution (TRC) based on the Rent Scale as per the operating agreement—currently 30% of income or a minimum rent—which is adjusted if the resident's income or household composition changes. Residents on Income Assistance (IA) pay a flat rent based on the IA shelter component for their household size, less a set amount for telephone and domestic utilities.

Market residents pay rents approaching market levels for comparable units in the private sector.

QUICK REFERENCE	
Projects Awarded:	Between 1993 and 2003; no new project funding is available.
Target Group:	Families with children, independent disabled persons and seniors.
Program Funding #:	529
Project Ownership:	Some providers own freehold, but many are on land owned by PRHC (or a municipality or other provider) and leased to providers for 40 to 60 years.
Capital Financing:	<ul style="list-style-type: none"> • Interim construction financing • Take-out financing • Equity
Agreements:	60 years, expiring between 2056 and 2066; subsidy ends after 35 years
Household Income:	<u>RGI units:</u> At or below the Housing Income Limits (HILs) ¹³ <u>Market units:</u> Moderate income at or below the Upper Income Limit ¹⁴
Units Eligible for Subsidy:	Most projects are 60% RGI (half Deep Need, half Shallow Need) and 40% market; some projects are 100% RGI

FINANCING

BC Housing provided interim construction financing and may have arranged CMHC insured, take-out financing with private financial institutions. Pre-paid land lease, if any, was capitalized in the mortgage.

It was encouraged the provider provide equity, usually in land.

UNITS ELIGIBLE FOR SUBSIDY

The housing provider maintains the unit designations set out in the operating agreement.

In mixed income developments (with both RGI and market units), if an RGI resident's income increases so they no longer qualify for a subsidy, the household may be able to remain in the unit if the unit designation is changed to

¹³ Formerly known as the Core Need Income Thresholds (CNIT). Dollar amounts that represent the maximum annual income, before taxes, that a household can earn for suitable housing in their location.

¹⁴ *Upper Income Limit:* gross household income must be less than five times the market rent for the unit.

market. This will change the overall number of RGI versus market units. But the overall mix of unit types can be restored when the next market unit becomes vacant, by converting it to an RGI unit and renting it to residents needing subsidy.

A unique feature of these developments is the division of subsidy into two distinct streams:

1. **Rent subsidy payments** make up the difference between RGI Tenant Rent Contributions and the approved operating costs for those units (the economic rent). This subsidy is paid until the earlier of 35 years, or the point at which the project achieves an overall surplus.
2. **Repayable assistance**¹⁵ makes up the difference between market rent and the economic rent for these units. The program assumes market rents will increase more quickly than operating costs over time. Eventually, the market rents should exceed operating costs, and the housing provider will start repaying the assistance to BC Housing. In practice, repayable assistance is collected through a reduction in the subsidy BC Housing pays for RGI units.

Some developments are 100% RGI, with all units eligible for the rent subsidy payment (repayable assistance does not apply in these cases).

RESIDENT SELECTION

Housing providers who join the [Housing Registry](#) select all RGI residents from the registry database. Providers who are not part of the registry establish their own application process and select from their applicant list.

HOUSEHOLD INCOME AND RENTS

RGI Units:

To be eligible for an RGI unit, gross household income must be at or below the HILs:

- Half of RGI units are designated for households in *Deep Need* (gross household income is below 70% of the HILs)
- Half of RGI units are designated for households in *Shallow Need* (gross household income is between 70-100% percent of the HILs)

Deep and shallow need requirements do not apply to 100% RGI developments.

All RGI residents pay a Tenant Rent Contribution based on the Rent Scale, as per the operating agreement (currently 30% of income or a minimum rent), and are income tested annually. The [Rent Calculation Guide](#) explains how to calculate the Tenant Rent Contribution for RGI units. Tenant Rent Contributions are capped at market rent.

Market Units:

The housing provider is responsible for maintaining average rents at or near market levels (ideally 90% of market and never less than 85% of market) and must arrange and pay for a professional market rent appraisal every five years. Market units are subject to the rent increase provisions of the [Residential Tenancy Act](#).

Housing providers select market residents from their own applicant list, or the Housing Registry.

To be eligible for market units, households must have a moderate income at or below the *Upper Income Limit*: gross household income must be less than five times the market rent for the unit at initial occupancy. This limit means no market resident will pay less than 20% of income for rent. Household income for market units is verified at initial occupancy only.

¹⁵ Some operating agreements refer to this as a Rental Assistance Payment.

SUBSIDY CALCULATION

RGI Units:

BC Housing provides a monthly rent subsidy payment for RGI units to make up the difference between Tenant Rent Contributions and approved operating costs (the economic rent) for those units. Subsidy changes are recorded as tenancy changes occur, but the total monthly subsidy payment remains the same throughout the year. Adjustments are made at fiscal year-end to the total annual subsidy, after we review the financial statements:

$$\text{Rent Subsidy Payment} = \text{Approved operating costs (economic rent)} - \text{Tenant Rent Contribution}$$

Market Units:

BC Housing provides a repayable assistance subsidy for market units, to make up the difference between the market and economic rents for those units:

$$\text{Repayable Assistance} = \text{Approved operating costs} - \text{market rent}$$

At the start of each five-year budget cycle¹⁶, BC Housing establishes the repayable assistance based on an expectation the housing provider will charge market rents at an average of 90% of the appraised market rent. Throughout the budget cycle, housing providers are expected to apply reasonable annual rent increases, by at least 90% of any increase in the Consumer Price Index from the previous year, in order to attain a balanced budget. BC Housing *automatically reduces* the repayable assistance each year on this expectation.

Since actual rental market dynamics may differ from BC Housing's forecasting, contact your Non-Profit Portfolio Manager to discuss any challenges that arise as a result of the subsidy adjustment approach used in this program.

OPERATING BUDGET

BC Housing approves the budget every one to five years, depending on the terms of the operating agreement.

For those on a five-year budget cycle, BC Housing adjusts the economic and market rents annually based on changes in the Consumer Price Index.

SURPLUSES/DEFICITS

The housing provider manages any surpluses or deficits generated in the operating budget.

CAPITAL REPAIRS AND REPLACEMENTS

Please refer to the Operating Agreement for project specific requirements.

The amount to be set aside was determined by CMHC and the use of those funds was approved by CMHC. BC Housing assumed administration in 2007 under the SHA.

Replacement reserves enable housing providers to plan for the replacement of certain capital items that periodically wear out, so the building continues to be functional over its useful life. See [the Standardized List of Replacement Items](#) for a list of eligible replacement reserve items. Approved items and replacement cycles vary according to building design, tenant use and the physical environment.

The replacement reserve is funded as part of the operating budget, through an annual or monthly transfer from the operating bank account to the replacement reserve account. The amount transferred to the replacement reserve is set out in the operating budget.

¹⁶ Some providers have a one-year budget cycle.

Replacement reserves are intended to replace items with a short-term life, such as flooring, appliances, etc. Major undertakings, such as window replacement or re-piping, may require significant capital expenditures as buildings age. Housing providers are responsible for planning and funding these upgrades or other modernization projects and need to obtain funding through fundraising or additional financing (which may not be subsidized).

BC Housing may be able to help providers prepare a full condition assessment to establish a long-range capital plan. Contact your Non-Profit Portfolio Manager for more information.

MONITORING AND REPORTING

At the end of each fiscal year, housing providers have financial statements professionally audited, and submit them to BC Housing for an Annual Financial Review.

Housing providers submit Application for Rent Subsidy forms and Notification of Tenancy/Membership Change forms to BC Housing to complete the Rent Calculation Annual Review.

BC Housing may conduct an on-site Operational Review from time to time, with 30 days' notice.

BC Housing's Internal Audit Department may randomly select residents for an audit to verify income was declared correctly and the Tenant Rent Contribution calculated accurately.

HOMES BC HOMELESS-AT-RISK (HAR) & LOW INCOME URBAN SINGLES (LIUS)

Program Summary

This HOMES BC program provides housing for the homeless, people at risk of homelessness, and low-income urban singles. Varying eligibility criteria and three different rent scales apply, as set out in the operating agreement: the HOMES BC Rent Scale, LIUS Rent Scale, and fixed rent-on-the-door.

While most projects receive ongoing subsidy, some have a forgivable loan only.

QUICK REFERENCE	
Projects Awarded:	Projects were awarded between 1993 and 2003; no new project funding is available
Target Group:	The homeless, persons at risk of homelessness, and low income urban singles
Program Funding #:	526
Project Ownership:	Some providers own freehold, but many are on land owned by PRHC (or a municipality or other provider) and leased to providers for 40 to 60 years.
Capital Financing:	<ul style="list-style-type: none"> • Construction financing • Mortgages • Equity • Grants
Agreements:	60 years, expiring between 2053 and 2065; subsidy ends after 35 years.
Household Income:	At or below the Housing Income Limits (HILs) ¹⁷ ; HAR multi-service short-term and expandable components ¹⁸ do not require income testing.
Units Eligible for Subsidy:	Usually 100% of units are eligible for subsidy.

FINANCING

BC Housing provided interim construction financing and may have arranged CMHC insured, take-out financing with private financial institutions. Pre-paid land lease, if any, was capitalized in the mortgage.

It was encouraged the provider provide equity, usually in land. Housing provider may have received a grant from a sponsoring ministry.

RESIDENT SELECTION

For all developments, housing providers select eligible residents from their applicant lists or the Housing Registry.

¹⁷ Formerly known as the Core Need Income Thresholds (CNIT). Dollar amounts that represent the maximum annual income, before taxes, that a household can earn for suitable housing in their location.

¹⁸ The short-term component is a part of the development with shared or single rooms and no private bathroom or kitchen facilities. The expandable component is a part of the development used for recreation, programs, etc., which can be used to provide overnight accommodation on an emergency basis, as required by weather conditions and other related factors.

ELIGIBILITY AND RENTS

In Homeless-at-Risk developments, residents must be homeless or at high risk of becoming homeless because of a physical, social, or mental condition or disability, at initial occupancy. In Low Income Urban Singles developments, residents must be 19 years or older, without dependents under the age of 19, at initial occupancy.

To meet the diverse needs of target populations, this program uses various rent scales:

1. **Fixed Rent on the door:**

A flat amount, regardless of income (because the rent is not related to the resident's income, the RTA exemptions on rent increases do not apply)

2. **HOMES BC Rent Scale:**

30% of income or a minimum rent. Residents on Income Assistance pay the maximum shelter component less a fixed amount for domestic utilities and telephone.

3. **Low Income Urban Singles Rent Scale:**

30% of income or a minimum rent. Residents on Income Assistance pay the maximum shelter amount. There is no rent cap. BC Housing can approve an allowance off the shelter component for phone and basic utilities.

SUBSIDY CALCULATION

BC Housing provides a monthly subsidy payment to the housing provider to make up the difference between Tenant Rent Contribution, as set out in the operating agreement, and the economic rent for the units. Individual amounts are totaled to determine payment. Changes to individual subsidies for each unit are recorded as they occur, but do not affect the total monthly subsidy payment. Adjustments are made at fiscal year-end for the total annual subsidy, after reviewing the financial statements.

Fixed rent-on-the-door = Approved operating costs (economic rent) - fixed rent

HOMES BC/LIUS Rent = Approved operating costs (economic rent) - Tenant Rent Contribution

HAR Multi-service short-term/expandable component = Approved operating costs - other revenue

Some agreements (HAR No Subsidy) were for capital payment up front and do not have ongoing subsidy.

OPERATING BUDGET

BC Housing approves an annual budget.

SURPLUSES/DEFICITS

BC Housing pays any approved deficit to the provider; the provider repays any surplus to BC Housing.

CAPITAL REPAIRS AND REPLACEMENTS

Please refer to the Operating Agreement for project specific requirements

The amount to be set aside was determined by CMHC and the use of those funds was approved by CMHC. BC Housing assumed administration in 2007 under the SHA.

Replacement reserves enable housing providers to plan for the replacement of certain capital items that periodically wear out, so the building continues to be functional over its useful life. See [the Standardized List of Replacement Items](#) for a list of eligible replacement reserve items. Approved items and replacement cycles vary according to building design, tenant use and the physical environment.

The replacement reserve is funded as part of the operating budget, through an annual or monthly transfer from the operating bank account to the replacement reserve account. The amount transferred to the replacement reserve is set out in the operating budget.

Replacement reserves are intended to replace items with a short-term life, such as flooring, appliances, etc. Major undertakings, such as window replacement or re-piping, may require significant capital expenditures as buildings age. Housing providers are responsible for planning and funding these upgrades or other modernization projects and need to obtain funding through fundraising or additional financing (which may not be subsidized).

BC Housing may be able to help providers prepare a full condition assessment to establish a long-range capital plan. Contact your Non-Profit Portfolio Manager for more information.

MONITORING AND REPORTING

BC Housing performs an annual Financial Review. The provider will submit audited financial statements for the fiscal year within four months after the end of each fiscal year.

Housing providers submit Application for Rent Subsidy forms, and Notification of Tenancy/Membership Change forms for the Rent Calculation Annual Review.

BC Housing may conduct an onsite Operational Review from time to time, with 30 days' written notice.

BC Housing's Internal Audit Department may randomly select residents for an audit to verify income was declared correctly and the Tenant Rent Contribution calculated accurately.

HOMES BC RENT SUPPLEMENT & RENT SUPPORT

Program Summary

This HOMES BC program provides rent supplement and rent support payments to people with disabilities, families with children, and seniors who have unique needs or live in an area where their needs cannot be accommodated through existing subsidized housing.

Typically, these operating agreements are one-of-a-kind. Refer to the terms of your operating agreement for specific details.

QUICK REFERENCE	
Projects Awarded:	Rent supplements were awarded between 1994 and 2003; no funding is available for new rent supplements.
Target Group:	Persons with mental, physical, or psychiatric disabilities, families with children, seniors
Program Funding #:	550
Project Ownership:	Private ownership for rent supplement; non-profit for rent support.
Capital Financing:	N/A
Agreements:	<u>Rent Supplement</u> : usually five years. <u>Rent Support</u> : usually 10 years. <i>Rent Support agreements are generally one of a kind; refer to project agreement for specific details.</i>
Household Income:	At or below the Housing Income Limits (HILs). ¹⁹
Units Eligible for Subsidy:	As designated in the operating agreement.

RESIDENT SELECTION

The Housing Registry or housing provider applicant list.

ELIGIBILITY AND RENTS

Households offered a rent supplement are responsible for locating a unit in the private market, where rent does not exceed the maximum rent ceiling.

Before receiving the supplement, residents have to sign an agreement for the rent subsidy and give a copy to the private market landlord.

The Tenant Rent Contribution²⁰ is based on the Rent Scale, as per agreement (currently 30% of income or a minimum rent), and all residents are income tested annually. The [Rent Calculation Guide](#) explains how to calculate the TRC, which is capped at market rent.

¹⁹ Formerly known as the Core Need Income Thresholds (CNIT). Dollar amounts that represent the maximum annual income, before taxes, that a household can earn for suitable housing in their location.

²⁰ The TRC may be called the Recipient Rent Contribution in the operating agreement.

Market Rents generally reflect average market rents for an area and must not exceed the maximum rent levels as described in the operating agreement; adjusted from time to time by BC Housing.

Refer to your operating agreement for specific tenancy agreement requirements.

SUBSIDY CALCULATION

Rent Supplement: For private market, rent supplement paid to tenants and represents difference between TRC and the Market Rent paid to their private landlord. For non-profit housing providers, subsidy is the difference between total TRC and total Market Rents plus an administration fee (Market rent less Tenant Rent Contribution). Rent supplement is paid monthly to the housing provider.

Rent Support: fixed funding amount paid monthly. Provider must subsidize a minimum number of units from the total subsidy paid.

BC Housing does not pay for vacant or unallocated units.

REPLACEMENT RESERVES

N/A. Funding is not available for capital repair, replacement, or planning.

MONITORING AND REPORTING

BC Housing may inspect the development, units and rent supplement/support recipient files at any reasonable time.

Rent Calculation Annual Review:

- Rent Supplements: Housing providers submit Application for Rent Subsidy forms, Notification of Tenancy/Membership Change forms.
- Rent Support: The Application for Rent Subsidy form must be available upon request, but not typically submitted to BC Housing.

When requested, housing providers will provide BC Housing with an *Annual Rent Supplement Report* that may include:

- Total Tenant Rent Contributions
- Total BC Housing rent supplement payments
- Total rent for all units receiving rent supplement payments
- Total number of vacancy months and a rent roll for all units covered under the operating agreement

No financial review. BC Housing performs a subsidy reconciliation at the end of each fiscal year

BC Housing's Internal Audit Department may randomly select residents for an audit to verify income was declared correctly and the Tenant Rent Contribution calculated accurately.

PROVINCIAL REDEVELOPMENT PROGRAM (PRP)

Program Summary

In 2023, the Province announced the Provincial Redevelopment Program (PRP) to redevelop and/or revitalize 10 PRHC-owned housing sites to create new affordable homes, and ensuring that existing tenants remain in stable housing.

Existing BC Housing directly managed rent-geared-to-income (RGI) and non-profit operated rental units will be replaced at minimum one-for-one with no loss of affordability. Net new units created through this program must be able to operate without any ongoing operating subsidies from BC Housing.

QUICK REFERENCE	
Projects Awarded:	2023 to present.
Target Group:	Low, moderate, and middle income households across British Columbia.
Program Funding #:	599
Project Ownership:	PRHC owned housing sites ²¹ . PRHC may enter into a 60-year lease with housing operator for the net new units via a subdivision.
Capital Financing:	<ul style="list-style-type: none"> • Interim construction financing • Take-out financing, for eligible non-profit project partners • Capital grant, for eligible non-profit project partners
Agreements:	<p><u>Replacement Units:</u> BC Housing will enter into an Operator Agreement with the non-profit project partner.</p> <p><u>Net New Units:</u> BC Housing will enter into a 60-year term Operating Agreement with the non-profit project partner.</p> <p>No Operating Agreement required for private developers.</p>
Household Income:	<p><u>Replacement Units:</u> At or below the Housing Income Limits (HILs)²². Where units are RGI, household income must be verified annually.</p> <p><u>Net New Units:</u> At or below the Middle Income Limits²³.</p>
Units Eligible for Subsidy:	<p><u>Replacement Units:</u> As designated in the agreement, all units replaced are eligible for subsidy.</p> <p><u>Net New Units:</u> Not eligible for subsidy.</p>

²¹ The program may expand to include non-PRHC ownership in the future.

²² Formerly known as the Core Need Income Thresholds (CNIT). Dollar amounts that represent the maximum annual income, before taxes, that a household can earn for suitable housing in their location.

²³ A gross household income that does not exceed the 75th income percentile for couples without children in BC (for residential units with less than two (2) bedrooms) and does not exceed the 75th income percentile for families with children in BC (for residential units with two (2) or more bedrooms), as determined by BC Housing from time to time.

FINANCING

Interim construction financing: May be provided for new construction, acquisition, or redevelopment of affordable housing, up to 100% of the cost to complete the project, subject to BC Housing lending criteria.

Take-out financing: May arrange take-out financing for non-profit project partners, subject to BC Housing lending criteria.

Capital grant: BC Housing will provide capital grants in select non-profit projects to improve affordability and financial viability. Some projects may also receive additional grants from other sources.

RESIDENT SELECTION

Replacement Units:

- The replacement units' priority will be offered to the existing residents who currently reside in the building.
- BC Housing will continue to manage resident selection for replaced directly managed units.
- Project partners will manage resident selection for replaced units that are originally operated by the project partners.

Net New Units: Tenant selection will be managed by project partners.

RENTS

Replacement units: Rents will remain at the existing rental model, typically RGI, to preserve affordability for returning residents.

Net New Units: Rents must be affordable for eligible tenants, as determined by BC Housing, and remain affordable for a minimum period of sixty (60) years.

All units in development must be rented at or below market, and at rents affordable for eligible households considering the unit size, location and average household income for the area.

SUBSIDY CALCULATION:

Replacement Units: Rent subsidies are paid to the provider monthly and are the difference between the total tenants' rent contribution and the total economic rents. Changes in individual subsidy are recorded as they occur but may not affect monthly payments. Final adjustments for subsidy are made at year end after reviewing financial statements.

Net New Units: Not eligible for subsidy.

OPERATING BUDGET

Replacement Units: BC Housing approves all changes to annual budgets and economic rents.

Net New Units: N/A. Developments must be able to operate without any ongoing operating subsidies or other funding from BC Housing.

MONITORING AND REPORTING

Replacement Units

- Operational Review: BC Housing may conduct an onsite operational review from time to time, with 30 days' written notice.
- Operating Budget: The provider submits an operating budget for approval each fiscal year, in a format approved by BC Housing.

- Financial Statements: The provider will submit audited financial statements for the fiscal year within four months after the end of each fiscal year.
- Audit: BC Housing has the right to inspect all records for audit purposes.

Net New Units

- Every three (3) years, or as requested by BC Housing, the project partner will submit the current financial statements, rent levels and household incomes at move-in.

REFERENCE MATERIALS

- [Provincial Redevelopment Program \(PRP\) Framework](#)

PROVINCIAL RENTAL ASSISTANCE PROGRAM (PRAP): DISABLED

Program Summary

The provincial government established PRAP Disabled in 1983, primarily aimed at placing tenants from government institutions that were being closed (e.g., Tranquille, Glendale and Woodlands), and awarded projects until 1985.

The program was layered on to the [Canada Mortgage and Housing Corporation](#) (CMHC) [Section 95](#) PRE 1986 – Non-Profit Housing, which provided a mix of market and non-market units, and a subsidy based on the difference between amortizing capital costs at an interest rate of 2% and amortizing at the actual interest rate. PRAP subsidies covered the difference between the CMHC contribution, plus resident rent revenue, and the economic rent.

CMHC and BC Housing each sent monthly payments to providers in the early years of the program. BC Housing has always handled budget approval, financial review, and program oversight, and took overpaying the CMHC contribution and mortgage administration in February 2007. While BC Housing still calculates and records the 2% write-down separately, we simply pay a subsidy based on the difference between total RGI rent revenue and the total cost of operating the development (economic rent).

QUICK REFERENCE	
Projects Awarded:	Projects were awarded between 1983 and 1985; no new project funding is available.
Target Group:	Low income persons with disabilities
Program Funding #:	509
Project Ownership:	PRHC or non-profit provider may own land and buildings, or land may be leased from PRHC or another public agency.
Capital Financing:	<ul style="list-style-type: none"> • Mortgage • Grants
Agreements:	<p>Agreements are renewed annually to a maximum of 35 years and expiring between 2019 and 2021.</p> <p><i>As of 2016, BC Housing may extend operating agreements and continue paying subsidy on a case-by-case basis up to an additional 5 years. Due to the nature of the program and tenant types, there is very little opportunity for housing providers to generate additional revenue and continue providing affordable housing following expiry.</i></p>
Household Income:	While operating agreements describe income thresholds in relation to the Guaranteed Available Income for Need (GAIN), BC Housing has, for many years, asked providers to select residents with household incomes at or below the Housing Income Limits ²⁴ at initial occupancy and annually thereafter.
Units Eligible for Subsidy:	In most developments, 100% RGI units, as designated in operating agreement.

²⁴ Previously known as the Core Need Income Thresholds (CNIT)

CAPITAL FINANCING

Mortgages were provided through a private lender with NHA insurance at the beginning, then CMHC later took back the mortgages to direct lending.

Provincial grants were provided for about 25% of capital cost.

RESIDENT SELECTION

Due to the nature of the client group, tenant selection is generally by provider, possibly in conjunction with a support agency. Some residents may be selected from The Housing Registry.

RENTS

Residents pay rent according to the Rent Scale, as per the operating agreement, to a maximum rent amount set based on the market rent in the area, as approved by BC Housing from time to time.

Market rent is generally set only when a caregiver lives on-site and is required to pay rent.

SUBSIDY CALCULATION

The difference between total Tenant Rent Contributions and total economic rents. Rent subsidies are paid to the provider monthly. Changes in individual subsidy (due to changes in income or tenants) are recorded as they occur, but may not affect monthly payments. Final adjustments for subsidy are made at year end after reviewing financial statements.

When providers receive support funding from another source for client services, the related revenues must be kept separate.

OPERATING BUDGET

BC Housing approves all changes to annual budgets and economic rents.

SURPLUS/DEFICIT

BC Housing reviews financial statements and determines whether any surplus amounts are due back, or a deficit will be paid to the provider.

CAPITAL REPAIRS AND REPLACEMENTS

Please refer to the Operating Agreement for project specific requirements.

The amount to be set aside was determined by CMHC and the use of those funds was approved by CMHC. BC Housing assumed administration in 2007 under the SHA.

Replacement reserves enable housing providers to plan for the replacement of certain capital items that periodically wear out, so the building continues to be functional over its useful life. See the [Standardized List of Replacement Items](#) for a list of eligible replacement reserve items. Approved items and replacement cycles vary according to building design, tenant use and the physical environment.

The replacement reserve is funded as part of the operating budget, through an annual or monthly transfer from the operating bank account to the replacement reserve account. The amount transferred to the replacement reserve is set out in the operating budget.

Replacement reserves are intended to replace items with a short-term life, such as flooring, appliances, etc. Major undertakings, such as window replacement or re-piping, may require significant capital expenditures as buildings age. Housing providers are responsible for planning and funding these upgrades or other modernization projects and need to obtain funding through fundraising or additional financing (which may not be subsidized).

BC Housing may be able to help providers prepare a full condition assessment to establish a long-range capital plan. Contact your Non-Profit Portfolio Manager for more information.

MONITORING AND REPORTING

Financial Review: Provider must submit annual financial statements to BC Housing within 3 months of provider fiscal year end.

Operational Review: BC Housing may perform an onsite Operational Review every 3 to 5 years and may ask to see supporting documentation for tenant income declarations during the review.

Audit: BC Housing's Internal Audit Department may randomly select a provider for an agreement compliance audit, and tenants for an income declaration audit.

Other:

- Individual applications for rent subsidy and a summary of changes in tenancy at least once every 3 months;
- Annual budgets;
- Market rent appraisal or letter of opinion as requested.

PROVINCIAL RENTAL SUPPLY PROGRAM (PRS)

Program Summary

The Provincial Rental Supply (PRS) program was delivered by BC Housing through HousingHub, with an aim to increase the supply of affordable housing for middle-income households across British Columbia. As of February 2024, active PRS projects are administered by BC Builds.

QUICK REFERENCE	
Projects Awarded:	2018 to 2024; no new project funding available.
Target Group:	Middle income households
Program Funding #:	612
Project Ownership:	Housing provider
Capital Financing:	<ul style="list-style-type: none">Interim construction financingTake-out financing, for eligible non-profit partnersCapital grant, for eligible non-profit partners
Agreements:	Operating agreement, normally five years longer than the mortgage amortization period with non-profit partners receiving take-out financing and/or grants.
Household Income:	At or below the Middle Income Limits ²⁵
Units Eligible for Subsidy:	Not eligible for subsidy

PROJECT OWNERSHIP

Partnerships may involve non-profit sector, faith groups, and other levels of government.

Buildings are 100% owned by the housing provider that is eligible for CMHC insured take-out financing. The land must be mortgageable interest (freehold, long-term nominal lease, etc.).

FINANCING

Interim construction financing: May be provided for new construction, acquisition, or redevelopment of affordable housing, up to 100% of the cost to complete the project, subject to BC Housing lending criteria.

Take-out financing: May arrange take-out financing, subject to BC Housing lending criteria.

Capital grant: BC Housing will provide up to \$100K/unit capital grants for a limited number of eligible non-profit project partners. Some projects may also receive additional grants from other sources.

RESIDENT SELECTION

Housing provider applicant list.

²⁵ A gross household income that does not exceed the 75th income percentile for couples without children in BC (for residential units with less than 2 bedrooms) or the 75th income percentile for couples with children in BC (for residential units with more than 2 bedrooms), as determined by BC Housing from time to time.

RENTS

Rent must be affordable for eligible tenants throughout the term of any operating agreements and remain affordable for a minimum period of 10 years.

Units that receive capital grants will remain affordable for a minimum of 35 years.

OPERATING BUDGET

N/A. Developments must be able to operate without any ongoing operating subsidies or other funding from BC Housing. Where projects involve supports or services to residents additional funding from other project partners will be necessary.

MONITORING AND REPORTING

Budget Approval: BC Housing reviews development proposals.

Financial Statements: From time to time, the project partner is required to submit a report, using a template provided by BC Housing.

Audit: BC Housing has the right to inspect all records for audit purposes.

REFERENCE MATERIALS

- [Provincial Rental Supply Program Framework](#)

RURAL AND NATIVE HOUSING – HOMEOWNER PROGRAM SECTIONS 79 AND 92

Program Summary

[Canada Mortgage and Housing Corporation](#) (CMHC) established this homeownership program to:

- Help low income households in rural areas (generally in communities with less than 2,500 residents) acquire new or existing housing, and
- Promote Indigenous involvement in planning and delivering housing.

Off-reserve Indigenous and non-Indigenous households in core housing need were eligible for Rural and Native Housing (RNH). The goal was to have registered owners occupy their homes.

CMHC ran the RNH program from 1974 to 1985 under Section 79 of the [National Housing Act](#). Projects were then acquired under NHA Section 92 from 1985 to 1991.

CMHC provided mortgage loans up to 100% of capital costs and encouraged some cash or “sweat equity” from homeowner clients. For the Section 79 portion of the program, CMHC paid 75% of program costs and BC Housing paid 25%. The Province registered a *Certificate of Monies Advanced* on title to recapture the provincial portion of any subsidy if the housing was transferred. The provincial government did not participate in the Section 92 program.

CMHC initially handled program delivery and administration and, over time, phased in a number of Aboriginal Property Management Groups (PMGs) to oversee projects in different regions across the province. BC Housing continued this approach when we took on portfolio management in 2007. Then in 2012, the [Aboriginal Housing Management Association](#) (AHMA) took over portfolio management and the PMGs have now been phased out.

About 40 homes remain under this program. AHMA is responsible for mortgage administration, processing mortgage renewals, determining owners’ mortgage payment contributions, collecting owners’ mortgage payments, paying local taxes (municipal or equivalent), and handling any defaults. BC Housing continues to provide AHMA with some assistance for mortgage renewals and discharge.

Over time, a number of homeowner clients defaulted on their mortgages, leading CMHC, as the mortgage holder, to take back those homes. Some were re-sold, some were offered on a lease-to-purchase option, and others were rented to eligible households under the [Rural and Native Rental program](#).

QUICK REFERENCE

Projects Awarded:	Section 79 projects were acquired from 1974 to 1985 Section 92 projects were acquired from 1985 to 1991
Target Group:	Off-reserve Indigenous and non-Indigenous households in core housing need
Program Funding #:	580, 514, 577
Project Ownership:	The goal was to have registered owners occupy their homes.
Capital Financing:	CMHC mortgage
Agreements:	Mortgage agreements between homeowners and CMHC For Section 79 units, the Province registered a <i>Certificate of Monies Advanced</i> on title to recapture the provincial portion of any subsidies if the housing was subsequently re-sold
Household Income:	Households had to be in core housing need at the time of purchase.

	Homeowner income is reviewed at mortgage renewal.
Units Eligible for Subsidy:	<p>Subsidy covers the difference between the homeowner's mortgage contribution and the actual mortgage and taxes.</p> <p>No subsidy payment is made to the homeowner.</p> <p>AHMA pays local taxes.</p>

RESIDENT SELECTION

Clients applied to CMHC for a mortgage; both the homes and the purchasers were required to meet CMHC guidelines.

MORTGAGE PAYMENT

Mortgage payments are based on 25% of the homeowner's adjusted annual income, according to the Federal Rent Scale. AHMA collects homeowner mortgage payments and is responsible for mortgage administration.

OPERATING BUDGET:

N/A. Homeowners are responsible for operating costs, but not local taxes.

REPLACEMENT RESERVE

Not applicable. Homeowners are responsible for maintenance and repairs.

RURAL AND NATIVE HOUSING – RENTAL PROGRAM SECTIONS 79 AND 92

Program Summary

[Canada Mortgage and Housing Corporation](#) (CMHC) established Rural and Native Housing (RNH) as a homeownership program. However, a number of homeowners defaulted on their mortgages, leading CMHC to take back those homes. Some homes were re-sold, some were offered on a lease-to-purchase option, and some were rented to eligible households. Rental units targeted the same client group as the homeowner program: low income off-reserve Indigenous and non-Indigenous households in rural areas (generally in communities with less than 2,500 residents).

CMHC ran the RNH program from 1974 to 1985 under Section 79 of the [National Housing Act](#). Projects were then acquired under NHA Section 92 from 1985 through 1991.

CMHC initially handled program delivery and administration and, over time, phased in a number of Aboriginal Property Management Groups (PMGs) to oversee projects in different regions across the province. BC Housing continued with this approach when we took over portfolio management in 2007.

In 2012, the [Aboriginal Housing Management Association](#) (AHMA) took on portfolio management and the PMGs have now been phased out. BC Housing transferred ownership of rental houses to AHMA and a number of Indigenous non-profit housing providers, who manage the rental units in various regions of BC. AHMA delivers subsidies to these Indigenous housing providers.

The homes are rented to low income households paying RGI under agreements with AHMA, until the original CMHC debenture expires. AHMA's subsidies to providers also cease at that time. Housing providers collect resident rents and manage all operating revenues and costs, including replacement reserves, capital repairs, maintenance and improvements.

QUICK REFERENCE	
Projects Awarded:	Section 79 projects were acquired from 1974 to 1985 Section 92 projects were acquired from 1985 to 1991
Target Group:	Off-reserve Indigenous and non-Indigenous households in core housing need
Program Funding #:	581, 583, 578
Project Ownership:	In 2012, BC Housing transferred ownership of rental houses to AHMA and Indigenous housing providers.
Agreements:	Agreements between AHMA and Indigenous non-profit housing providers and tenancy agreements between AHMA/providers and residents.
Household Income:	Households had to be in core housing need at the time of occupancy.
Units Eligible for Subsidy:	Subsidies cover the difference between the resident rent payment and the operating cost.

RESIDENT SELECTION

Housing providers/AHMA select residents for the units they own and manage.

RENTS

Rents are set at 25% of income according to the Federal Rent Scale, plus utilities; new tenants may pay according to the Rent Scale as per agreement.

REPLACEMENT RESERVE

Housing providers or AHMA cover replacement reserves from their own resources.

MONITORING AND REPORTING

No Financial Reviews. Housing providers submit annual audited financial statements to AHMA.

AHMA provides regular reports to BC Housing.

SECONDARY SUITE INCENTIVE PROGRAM (SSIP)

Program Summary

The Secondary Suite Incentive Program is a three-year pilot program developed to increase the supply of affordable rental units in British Columbia by providing financial assistance in the form of a forgivable mortgage of up to \$40,000 to homeowners to create a new secondary suites or accessory dwelling units (ADUs) in their property where the homeowner lives. The secondary suite or ADU must be rented out at below market rates, set by BC Housing, for at least five years.

QUICK REFERENCE	
Projects Awarded:	April 2024 to March 2027
Target Group:	Homeowners in municipalities, and some regional districts, across British Columbia.
Program Funding #:	620
Project Ownership:	Homeowners
Security and Agreements:	Funding secured through registration of a forgivable mortgage on title. Program agreements signed between homeowner(s) and BC Housing.
Homeowner Eligibility:	<ul style="list-style-type: none"> Income at or below the SSIP Income Limit²⁶ Be a Canadian citizen or Permanent Resident
Principal Property Eligibility:	<ul style="list-style-type: none"> Homeowner's principal residence Value below Homeowner Grant threshold established by the Province Approved building permit or equivalent. Located in an eligible municipality or regional district.
Secondary Suit or ADU Eligibility:	<u>Rent:</u> At or below the Rent Affordability Limits (RALs) ²⁷ for a minimum of 5 years. <u>Tenant:</u> Must not be an immediate family member of the homeowner(s).

APPLICATIONS AND SCREENING

BC Housing will review applications, which includes construction details for the secondary suite or ADU, in the order received until funding is exhausted for the fiscal year.

Applicants must submit a copy of any required permits, including building or trades permits, and scope of work along with all requested supporting documents (proof of income, identification, etc.); BC Housing will only review applications upon receipt of all required documents.

²⁶ A gross household income that does not exceed the 80th income percentile for families with children in BC, as determined by BC Housing from time to time.

²⁷ A maximum rent value for a property, in relation to the median rents for each area and unit size, as determined by CMHC from their annual rental market survey. The RALs are published annually by BC Housing.

Upon completion of work, applicants must submit the occupancy permit, or equivalent, issued by their local jurisdiction with copies of the final invoice(s) for the approved construction.

BC Housing issues the approved financial assistance, upon receipt of the occupancy permit or equivalent and the final invoice(s) of the approved construction, to the applicant's legal counsel in trust, to be advanced to the applicant upon registration of the forgivable mortgage.

FUNDING:

Homeowners who qualify will receive up to 50% of the cost of renovations, up to a maximum of \$40,000 to create a new secondary suite or ADU in their principal residence.

SSIP LOAN:

The program will provide a rebate in the form of a forgivable mortgage registered on title, with 20% forgiven for each year when all program requirements are met. For the loan to be forgiven, the new unit must be located on the same property where the homeowner lives and must be rented out at or below the RALs for at least five (5) years.

After forgivable mortgage registration, applicants/homeowners are responsible for:

- Completing an annual declaration to determine if eligibility requirements for annual loan forgiveness have been met.
- Including their rental income on their income tax returns and submitting a copy of the income tax return showing the gross rental income to BC Housing annually.

ELIGIBILITY:

Homeowners:

- Registered owner(s) of the property.
- Canadian citizens or permanent residents.
- Live in the property as their primary home.
- Have a gross household income at or below the SSIP Income Limit.

Property:

- Located within the [approved list of municipalities or regional districts](#) in British Columbia.
- Have a BC Assessment value below [B.C.'s homeowner grant threshold](#).

Secondary Suite or ADU:

- A new legal self-contained unit with a kitchen and full bathroom. Improvements to existing rental units are not eligible.
- Laneway homes/garden suite are eligible.
- Received municipal building permits on or after April 1, 2023.

Tenants:

- The tenant(s) of the ADU must not be an immediate family member of the homeowner(s).

RENTS

To meet program requirements, the secondary suite or ADU must be rented at or below the RALs for a comparable unit size in the community, as determined by BC Housing. Subsequent rent increases must not exceed the maximum allowable of the RTA.

MONITORING AND REPORTING

BC Housing is responsible for monitoring and reporting on the effectiveness of SSIP.

- Internal and external audits may be completed to ensure compliance with the program requirements.
- BC Housing collects data to track program effectiveness for long term planning.
- BC Housing regularly reports to the provincial government and the public on the outcomes of the program.

REFERENCE MATERIALS

- [Rent Affordability Limits \(RALs\)](#)
- [SSIP Eligible Municipalities and Regional Districts List](#)
- [SSIP Program Framework](#)
- [SSIP Program Guide](#)
- [SSIP Webpage, BC Housing](#)

SECTION 26 NON-PROFIT HOUSING

Program Summary

[Canada Mortgage and Housing Corporation](#) (CMHC) established the program in 1950, with projects awarded until 1972. CMHC provided mortgage financing at reduced interest rates, fixed over a 40 to 50-year term. Reduced mortgage costs were intended to keep economic rents modest and, therefore, unit rents within the reach of low income tenants.

This program involves no subsidy, but Section 82.1(b) rent subsidy agreements were subsequently layered into some projects.

BC Housing took over responsibility for program administration in February 2007.

QUICK REFERENCE	
Projects Awarded:	Projects were awarded between 1950 and 1972; no new project funding is available.
Target Group:	Low and moderate income seniors, families and individuals with special needs.
Program Funding #:	573
Project Ownership:	In most projects, land is owned by the providers. Some may be leased from a related non-profit society.
Capital Financing:	<ul style="list-style-type: none"> • Mortgage financing • Grants
Agreements:	The operating agreement expires with the term of the loan.
Household Income:	<ul style="list-style-type: none"> • RGI units: At or below the Housing Income Limits (HILs)²⁸, verified at initial occupancy only. • Market units: low and moderate income.
Units Eligible for Subsidy:	None. No ongoing subsidy is provided under this program; however, many projects receive subsidy under the Section 82.1(b) program.

CAPTIAL FINANCING

CMHC provided mortgage financing for up to 95% of project lending value, preferential rates, fixed over 40-50 year term. Most housing providers provided equity in the form of land or otherwise.

For some projects, the *Provincial Elderly Citizens Housing Aid Act* (ECHAA) grant, later renamed *Housing Construction (Elderly Citizens) Act* (HC(EC)A), provided 25%-33% of capital costs. The HC(EC)A was repealed in 2001.

Some mortgages can be paid out early with a three-month interest penalty only, but most mortgages require the full interest penalty for the remaining term of the loan.

In addition, some mortgages are written at a higher face interest rate than what CMHC actually collects. For example, the face rate may have been 10%, but CMHC collected a payment based on only 8%. However, the interest penalty on an early pay-out is calculated at the higher (e.g., 10%) rate, as the subsidy write-down is lost. Some projects also

²⁸ Formerly known as the Core Need Income Thresholds (CNIT). Dollar amounts that represent the maximum annual income, before taxes, that a household can earn for suitable housing in their location.

received a 10% grant from CMHC, which is forgiven over the length of the mortgage. On early pay-out, the remaining unforgiven portion of the grant must be repaid.

In 2013, CMHC started accepting prepayment of closed mortgages, when refinancing is needed for capital repairs and renovations, with a penalty consistent with private lending institutions.

On early pay-out, the operating agreement is terminated, and any Section 82.1(b) subsidy agreement layered into these projects is also terminated. Replacement reserves cannot be used to pay out mortgages.

You can contact BC Housing's Legal and Lending Department to determine early pay-out options and costs.

RESIDENT SELECTION

Housing provider applicant list or The Housing Registry at provider's option. Health authorities select and manage residents for some units receiving subsidies under other housing programs (i.e., ILBC, care homes).

RENTS

Rents are set at the approved economic rent (including a replacement reserve provision sufficient to meet capital repair needs) and are expected to be below market under the SHA.

OPERATING BUDGET

Set by the housing provider.

SURPLUSES/DEFICITS

The provider is allowed to keep up to \$500 per unit as an accumulated surplus. If the project incurs excess accumulated surpluses, the provider may be asked to transfer excess surplus to the replacement reserve.

CAPITAL REPAIRS AND REPLACEMENTS

Please refer to the Operating Agreement for project specific requirements.

The amount to be set aside was determined by CMHC and the use of those funds was approved by CMHC. BC Housing assumed administration in 2007 under the SHA.

Replacement reserves enable housing providers to plan for the replacement of certain capital items that periodically wear out, so the building continues to be functional over its useful life. See the [Standardized List of Replacement Items](#) for a list of eligible replacement reserve items. Approved items and replacement cycles vary according to building design, tenant use and the physical environment.

The replacement reserve is funded as part of the operating budget, through an annual or monthly transfer from the operating bank account to the replacement reserve account. The amount transferred to the replacement reserve is set out in the operating budget.

Replacement reserves are intended to replace items with a short-term life, such as flooring, appliances, etc. Major undertakings, such as window replacement or re-piping, may require significant capital expenditures as buildings age. Housing providers are responsible for planning and funding these upgrades or other modernization projects and need to obtain funding through fundraising or additional financing (which may not be subsidized).

BC Housing may be able to help providers prepare a full condition assessment to establish a long-range capital plan. Contact your Non-Profit Portfolio Manager for more information.

MONITORING AND REPORTING

Financial Reviews are completed annually, where financial statements and rent revenue are reviewed by BC Housing to gauge the provider's financial situation to cover operating costs and ability to address capital repair needs. Rent revenues are monitored to ensure they are adequate to cover both operating costs and a capital plan.

BC Housing is responsible for regular on-site Operational Reviews, generally three to five years.

SECTION 27 NON-PROFIT HOUSING

Program Summary

Canada Mortgage and Housing Corporation (CMHC) established the program in 1973, with new projects built until 1977, under Section 15.1 (later revised as Section 27) of the [National Housing Act](#). This program replaced the previous [Section 26 program](#) and allowed for 100% capital cost financing.

CMHC provided mortgage financing to non-profit housing providers, with 50-year amortization and 50-year fixed terms at below market rates, to construct or rehabilitate housing projects. The reduced mortgage costs were designed to keep economic rents modest and, therefore, unit rents within the reach of low-income residents.

BC Housing took over administering operating subsidies and collecting mortgage payments in February 2007, although CMHC still owns the mortgages and makes final decisions on any requests for mortgage payouts.

Neither CMHC nor BC Housing provides ongoing subsidies under this program. However, many projects received provincial grants (under the former *Elderly Citizen Housing Aid Act*) and were eligible for federal/provincial subsidies under the Section 82(1)(b) housing program. Some Section 27 buildings also receive rent subsidies under subsequent housing programs like [Independent Living BC](#) or [Seniors' Supportive Housing](#).

QUICK REFERENCE	
Projects Awarded:	Projects were awarded between 1973 and 1977; no new project funding is available.
Target Groups:	Low and moderate income seniors, families and individuals with special needs
Program Funding #:	574
Project Ownership:	In most projects, land is owned by providers. Some providers received 60 year land leases from the province for a nominal amount for the first 20 years, and at market thereafter.
Capital Financing:	CMHC mortgage CMHC grants
Agreements:	Operating agreement between CMHC and provider (administered by BC Housing as of 2007), expiring with the 50-year term of the mortgage.
Household Income:	At or below the Housing Income Limits (HILs) ²⁹ , verified at initial occupancy
Units Eligible for Subsidy:	N/A. This program has no ongoing subsidy, but many projects receive subsidy under the Section 82.1(b) program; some receive subsidy from Independent Living BC or Seniors' Supportive Housing as well.

FINANCING

CMHC provided a below market mortgage for up to 100% of project cost, amortized over 50 years. For some projects, CMHC granted up to 10% of capital cost to reduce the repayable loan.

²⁹ Formerly known as Core Need Income Thresholds (CNIT). Dollar amounts that represent the maximum annual income, before taxes, that a household can earn for suitable housing in their location.

For most seniors' projects, the *Provincial Elderly Citizens Housing Aid Act* (ECHAA) grant, later renamed [Housing Construction \(Elderly Citizens\) Act \(HC\(EC\)A\)](#) provided 25-33% of capital costs. HC(EC)A was repealed in 2001.

Some mortgages can be paid out early with a three-month interest penalty only, but most mortgages require the full interest penalty for the remaining term of the loan.

In addition, some mortgages are written at a higher face interest rate than CMHC actually collects. For example, the face rate may have been 10%, but CMHC collected a payment based on only 8%. However, the interest penalty on an early payout is calculated at the higher (e.g., 10%) rate, as the subsidy write-down is lost.

Some projects also received a 10% grant from CMHC, which is forgiven over the length of the mortgage. On early payout, the remaining unforgiven portion of the grant must be repaid.

In 2013, CMHC started accepting prepayment of closed mortgages, when refinancing is needed for capital repairs and renovations, with a penalty consistent with private lending institutions. On early payout, the operating agreement is terminated, and any Section 82.1(b) subsidy agreement layered into these projects is also terminated. Replacement reserves cannot be used to pay out mortgages.

You can contact BC Housing's Legal and Lending Department to determine early payout options and costs.

RESIDENT SELECTION

Housing provider's applicant list or The Housing Registry at provider's option. Health authorities select residents for some units receiving subsidies under other housing programs (i.e., ILBC, care homes).

RENTS

Rents are set at the approved economic rent (including a replacement reserve provision) and are expected to be below market under the SHA.

OPERATING BUDGET

Set by housing providers.

SURPLUSES/DEFICITS

The provider is allowed to keep up to \$500 per unit as an accumulated surplus. If the project incurs excess accumulated surpluses, the provider may be asked to transfer excess surplus to the replacement reserve.

CAPITAL REPAIRS AND REPLACEMENTS

Please refer to the Operating Agreement for project specific requirements.

The amount to be set aside was determined by CMHC and the use of those funds was approved by CMHC. BC Housing assumed administration in 2007 under the SHA.

Replacement reserves enable housing providers to plan for the replacement of certain capital items that periodically wear out, so the building continues to be functional over its useful life. See the [Standardized List of Replacement Items](#) for a list of eligible replacement reserve items. Approved items and replacement cycles vary according to building design, tenant use and the physical environment.

The replacement reserve is funded as part of the operating budget, through an annual or monthly transfer from the operating bank account to the replacement reserve account. The amount transferred to the replacement reserve is set out in the operating budget.

Replacement reserves are intended to replace items with a short-term life, such as flooring, appliances, etc. Major undertakings, such as window replacement or re-piping, may require significant capital expenditures as buildings

age. Housing providers are responsible for planning and funding these upgrades or other modernization projects and need to obtain funding through fundraising or additional financing (which may not be subsidized).

BC Housing may be able to help providers prepare a full condition assessment to establish a long-range capital plan. Contact your Non-Profit Portfolio Manager for more information.

MONITORING AND REPORTING

Financial Reviews are completed annually, where financial statements and rent revenue are reviewed by BC Housing to gauge the provider's financial situation to cover operating costs and ability to address capital repair needs. Rent revenue is monitored to ensure they are adequate to cover both operating costs and a capital plan.

BC Housing is responsible for regular on-site Operational Reviews, generally 3 to 5 years.

SECTION 82.1(A) NON-PROFIT DISABLED

Program Summary

This program provides rent subsidies to residents in apartments and group homes run by non-profit providers. The subsidies support adults with physical, mental, or psychiatric disabilities.

Residents pay rent-geared-to-income (RGI). BC Housing pays a monthly subsidy to the provider to cover the difference between the Tenant Rent Contribution, based on the Rent Scale as per agreement, and the approved economic rent for the unit.

This program was established in 1979, with projects awarded until 1983. Historically 50/50 split between CMHC and BC Housing and later replaced by the Social Housing Agreement (SHA).

QUICK REFERENCE	
Projects Awarded:	Between 1979 and 1983; no new project funding is available
Target Group:	Adults with physical, mental, or psychiatric disabilities whose current housing is inadequate.
Program Funding #:	506
Project Ownership:	Provider owns/leases the housing unit. PRHC also owns property (group homes). For private market rental units, the society is the tenant or joint tenant.
Capital Financing:	NHA insured private market financing. No grants were made in this program.
Agreements:	Master Agreement superseded by the SHA, effective April 1, 2006. Section 82(1)(A) Disabled Rent Supplement Agreement.
Household Income:	Low income households. Income is reviewed annually on the anniversary date of the building.
Units Eligible for Subsidy:	RGI units are designated in the operating agreement; usually 100% of units in group homes, and specific units in rental apartments.

AGREEMENTS

As of 2016, BC Housing may extend operating agreements and continue paying subsidy on a case-by-case basis for existing tenants only. Due to the nature of the program and tenant types, there is very little opportunity for housing providers to generate additional revenue and continue providing rent supplements following expiry.

RESIDENT SELECTION

Non-profit housing provider. At least one member of a couple is a senior, or where families or individuals have disabilities.

RENTS

Residents pay rent-geared-to-income, based on the Rent Scale as per agreement. Maximum rent varies, see operating agreement for details.

SUBSIDY CALCULATION

Subsidy is paid for the difference between the Tenant Rent Contribution (as per the Rent Scale) and the economic rent for the unit. Subsidy payments are based on the annual review data and any subsequent changes in economic rent affecting the entire project.

Changes in individual subsidies (due to a change in income or resident) are recorded as they occur, but subsidy adjustments are made at year-end after the financial statement review.

SURPLUSES/DEFICITS

Generally, BC Housing pays a deficit and housing providers return any surplus; however, the way surpluses/deficits are handled varies by project; see the operating agreement and Financial Review for details.

REPLACEMENT RESERVES

If applicable, a replacement reserve provision is included in the budget.

MONITORING AND REPORTING

Financial Review: BC Housing reviews financial statements and determines whether any surplus amounts are due back to BC Housing, or a deficit is to be paid to the Housing Provider. See agreement and financial review for details. The Provider must submit to BC Housing:

- Financial statements.
- Applications for rent subsidies and a summary of changes in tenancy, once every 3 months.
- Annual budget.

Operational Review: BC Housing is responsible for regular on-site Operational Review, generally every 3-5 years. Operational review may be modified for rental apartments.

Audit: BC Housing's Internal Audit Department may randomly select a society for an agreement compliance audit, or tenants for an income declaration audit.

SECTION 82.1(A) PRIVATE LANDLORD

Program Summary

This program provides rent subsidies for low income households renting in the private market, including wheelchair modified units for adults with physical disabilities. Residents pay rent-geared-to-income (RGI). BC Housing pays the monthly subsidy to residents, based on the difference between the Tenant Rent Contribution and the market rent.

The program was established in 1976, with projects awarded until 1978. Under this [Canada Mortgage and Housing Corporation](#) (CMHC) Assisted Rental Program (ARP):

- Private developers received an interest free loan for up to 10 years, and
- The provincial government provided a grant for eligible units.

QUICK REFERENCE	
Projects Awarded:	Between 1976 and 1978; no new project funding is available.
Target Groups:	Families with children, seniors over 55 years of age, and some individuals needing wheelchair modified housing.
Program Funding #:	505
Project Ownership:	Private investor(s); some buildings were strata titled and operated under a syndicated partnership.
Capital Financing:	Mortgage
Agreements:	<ul style="list-style-type: none"> • Master Agreement: superseded by the SHA, effective April 1, 2006. • Designated Unit Agreements: Five-year renewable agreements between the landlord and BC Housing • Rent Subsidy Agreements: Between residents and BC Housing
Household Income:	Low income households whose current housing is inadequate, where at least one member of a couple is a senior, or where families or individuals have disabilities. Income is reviewed annually on the anniversary date of the initial application for subsidy.
Units Eligible for Subsidy:	RGI units are designated in the operating agreement with the private landlord.

FINANCING

Private mortgage. Under ARP, CMHC provided interest free loans of up to \$1,200 per unit a year for 10 years and the province provided a grant of up to \$600 per year. Total assistance decreased 10% a year, with the province first out.

RESIDENT SELECTION

BC Housing staff or agents.

RENTS

Tenants pay rent-geared-to-income, with maximum rent set at the economic rent. The landlord must obtain BC Housing's approval to increase rents.

SUBSIDY CALCULATION

The difference between the Tenant Rent Contribution and the market rent; paid monthly to the tenant recipient.

SURPLUSES/DEFICITS

Varies, see agreement and financial review.

CAPITAL REPAIRS AND REPLACEMENTS

Please refer to the Operating Agreement for project specific requirements.

The amount to be set aside was determined by CMHC and the use of those funds was approved by CMHC. BC Housing assumed administration in 2007 under the SHA.

Replacement reserves enable housing providers to plan for the replacement of certain capital items that periodically wear out, so the building continues to be functional over its useful life. See the [Standardized List of Replacement Items](#) for a list of eligible replacement reserve items. Approved items and replacement cycles vary according to building design, tenant use and the physical environment.

The replacement reserve is funded as part of the operating budget, through an annual or monthly transfer from the operating bank account to the replacement reserve account. The amount transferred to the replacement reserve is set out in the operating budget.

Replacement reserves are intended to replace items with a short-term life, such as flooring, appliances, etc. Major undertakings, such as window replacement or re-piping, may require significant capital expenditures as buildings age. Housing providers are responsible for planning and funding these upgrades or other modernization projects and need to obtain funding through fundraising or additional financing (which may not be subsidized).

BC Housing may be able to help providers prepare a full condition assessment to establish a long-range capital plan. Contact your Non-Profit Portfolio Manager for more information.

MONITORING AND REPORTING

Financial Review: CMHC reviewed financial statements for now defunct ARP. BC Housing: Internal Audit Department may select tenants at random for an income declaration audit.

Operational Review: Modified: BC Housing inspects buildings on-site at least once every 3-5 years. Suite inspections are only done in the event of a damage claim by the landlord.

Reporting from Landlord: Changes in market rents with supporting rent roll.

SECTION 95 POST 1985 – NON-PROFIT SPECIAL FACILITIES

Program Summary

This program provides rent subsidies to long-term residents of group homes, hostels or apartments, where some level of care is provided by a sponsoring ministry such as health or social services. Housing providers generally own the buildings and land, but in some cases may lease them from the Provincial Rental Housing Corporation (PRHC) or a municipality.

Historically two-thirds federal, one-third provincial, but later replaced by the Social Housing Agreement (SHA); for group homes, the full amount of the provincial share is billed to the sponsoring ministry.

QUICK REFERENCE	
Projects Awarded:	Between 1988 and 1993
Target Group:	Adults with physical, mental or psychiatric disabilities.
Program Funding #:	541 – Private (non-profit housing societies); 542 – Public (municipal housing corporations)
Project Ownership:	Housing providers generally own the buildings and land, but in some cases may lease them from PRHC or a municipality.
Capital Financing:	CMHC insured private mortgage.
Agreements:	Non-profit operating agreement, 35-year term; most agreements expire between 2024 and 2030.
Household Income:	At or below the Housing Income Limits ³⁰ at initial occupancy; household income is reviewed annually on the anniversary date of the building.
Units Eligible for Subsidy:	Designated in the operating agreement.

RESIDENT SELECTION

The Housing Registry or a housing provider applicant list.

RENTS

Rent Scale as per agreement (currently 30% of income or a minimum/flat rent); there is no maximum rent.

SUBSIDY CALCULATION

Subsidy is based on the difference between Tenant Rent Contribution and the economic rent for the units.

Subsidy is paid monthly to the provider or directly to the mortgage lender for PRHC homes. Payments are based on annual review data, including any changes in economic rent affecting the entire project. Changes in individual amounts of subsidy are recorded as they occur, but adjustments for the total subsidy are made only at year end after reviewing financial statements.

³⁰ Formerly known as the Core Need Income Thresholds (CNIT)

OPERATING BUDGET

BC Housing approves the annual budget and any resulting changes in economic rent. Equipment or areas used or occupied by caregivers are not eligible for subsidy.

SURPLUSES/DEFICITS

Subsidy payments are adjusted to address approved deficits; surpluses must be repaid to BC Housing.

CAPITAL REPAIRS AND REPLACEMENTS

Please refer to the Operating Agreement for project specific requirements.

The amount to be set aside was determined by CMHC and the use of those funds was approved by CMHC. BC Housing assumed administration in 2007 under the SHA.

Replacement reserves enable housing providers to plan for the replacement of certain capital items that periodically wear out, so the building continues to be functional over its useful life. See the [Standardized List of Replacement Items](#) for a list of eligible replacement reserve items. Approved items and replacement cycles vary according to building design, tenant use and the physical environment.

The replacement reserve is funded as part of the operating budget, through an annual or monthly transfer from the operating bank account to the replacement reserve account. The amount transferred to the replacement reserve is set out in the operating budget.

Replacement reserves are intended to replace items with a short-term life, such as flooring, appliances, etc. Major undertakings, such as window replacement or re-piping, may require significant capital expenditures as buildings age. Housing providers are responsible for planning and funding these upgrades or other modernization projects and need to obtain funding through fundraising or additional financing (which may not be subsidized).

BC Housing may be able to help providers prepare a full condition assessment to establish a long-range capital plan. Contact your Non-Profit Portfolio Manager for more information.

MONITORING AND REPORTING

Rent Calculation Annual Review: Housing providers submit *Application for Rent Subsidy* and *Notification of Tenancy/Membership Change* forms to BC Housing. BC Housing's Internal Audit Department may select tenants at random for an income declaration audit, and providers for an agreement compliance audit.

Financial Review: Annually, the provider is required to submit financial statements. BC Housing reviews financial statements to reconcile subsidy payments, tenants' rent contributions, and amount of surplus/deficit. Costs related to ineligible space must be clearly identified.

Operational Review: BC Housing conducts an on-site review, generally every three to five years.

SECTION 95 POST 1985 – NON-PROFIT SPECIAL PURPOSE

Program Summary

This program provides housing and care services, emergency shelters, or transitional housing for individuals with disabilities, people in alcohol and drug recovery programs, and children under the age of 19.

Historically, program funding was two-thirds federal, one-third provincial; in some cases, a sponsoring ministry is billed for the provincial share.

QUICK REFERENCE	
Projects Awarded:	Between 1986 and 1992; no new project funding is available.
Target Groups:	Individuals with disabilities, persons in need of crisis housing, persons in alcohol and drug recovery/rehabilitation programs, and children under age 19.
Program Funding #:	537 – Public (municipal housing corporations) 539 – Private (non-profit housing societies)
Project Ownership:	Housing providers generally own the buildings and land, but in some cases may lease them from the Provincial Rental Housing Corporation or a municipality.
Capital Financing:	CMHC insured private mortgage amortized over 35 years.
Agreements:	Non-profit operating agreement, 35-year term; most agreements expire between 2024 and 2030.
Household Income:	Residents are not income tested; however, the regional health authority may review residents' income in care facilities.
Units Eligible for Subsidy:	Designated in the operating agreement.

RESIDENT SELECTION

The Housing Registry or a housing provider applicant list; in some cases, a sponsoring ministry may select residents.

RENTS

Most residents pay a flat rent based on the Income Assistance shelter component.

SUBSIDY CALCULATION

The operating subsidy equals the difference between amortizing approved capital costs over 35 years at a current interest rate on the mortgage, and over 35 years at a 2% interest rate. The subsidy is, therefore, fixed for the term of the mortgage and adjusted as mortgages renew.

OPERATING BUDGET

A sponsoring ministry approves both support and shelter budgets.

SURPLUSES/DEFICITS

BC Housing does not cover deficits or recoup surpluses.

CAPITAL REPAIRS AND REPLACEMENTS

Please refer to the Operating Agreement for project specific requirements.

The amount to be set aside was determined by CMHC and the use of those funds was approved by CMHC. BC Housing assumed administration in 2007 under the SHA.

Replacement reserves enable housing providers to plan for the replacement of certain capital items that periodically wear out, so the building continues to be functional over its useful life. See the [Standardized List of Replacement Items](#) for a list of eligible replacement reserve items. Approved items and replacement cycles vary according to building design, tenant use and the physical environment.

The replacement reserve is funded as part of the operating budget, through an annual or monthly transfer from the operating bank account to the replacement reserve account. The amount transferred to the replacement reserve is set out in the operating budget.

Replacement reserves are intended to replace items with a short-term life, such as flooring, appliances, etc. Major undertakings, such as window replacement or re-piping, may require significant capital expenditures as buildings age. Housing providers are responsible for planning and funding these upgrades or other modernization projects and need to obtain funding through fundraising or additional financing (which may not be subsidized).

BC Housing may be able to help providers prepare a full condition assessment to establish a long-range capital plan. Contact your Non-Profit Portfolio Manager for more information.

MONITORING AND REPORTING

Financial Review: Annually, the provider is required to submit audited financial statements.

Operational Review: BC Housing is responsible for regular on-site Operational Review, generally every 3-5 years; modified as tenants are not required to declare annual income.

SECTION 95 POST 1985 – RENT SUPPLEMENTS

Program Summary

Rent supplements enable eligible low income households to pay RGI in private market rental units or Federal Co-operative Housing Program units (called Index Linked Mortgage co-ops, or ILM). Projects were awarded between 1986 and 1993.

Section 95 Post 1985 includes three rent supplement programs that target low income people with disabilities, families with children, and seniors:

1. Non-Profit Rent Supplements
2. Co-operative Rent Supplements
3. Private Market Landlord Rent Supplements

SECTION 95 POST 1985 RENT SUPPLEMENT – NON-PROFIT

Program Summary

BC Housing awarded rent supplements to non-profit housing providers for residents in private market rental units, who have unique needs or live in an area where their needs cannot be accommodated in existing subsidized housing. Historically, program funding was two-thirds federal, one-third provincial.

BC Housing pays the non-profit housing provider a monthly subsidy to make up the difference between the Tenant Rent Contribution and the market rent, plus an administrative fee for the unit.

Generally, housing providers give the subsidy to the resident, who pays it to the landlord along with the Tenant Rent Contribution. In some instances, housing providers pay the subsidy to the landlord, or collect the Tenant Rent Contribution and pay it to the landlord along with the subsidy.

QUICK REFERENCE	
Projects Awarded	Projects were awarded between 1986 and 1993; no new project funding is available.
Target Groups:	Families with children, seniors, persons with disabilities
Program Funding #:	531
Project Ownership:	Buildings are owned by private landlords. Non-profit providers hold the lease or have joint-tenancy with the client.
Capital Financing:	N/A
Agreements:	35 years (expiring between 2021 and 2028). <i>Rent Support agreements are generally one of a kind; refer to project agreement for specific details. Some agreements may have renewable terms.</i>
Household Income:	At or below the Housing Income Limits ³¹ at initial occupancy. Reviewed annually on the anniversary date of the building.
Units Eligible for Subsidy:	The number of available rent supplements is designated in the operating agreement.

RESIDENT SELECTION

Housing providers select residents.

RENTS

Private landlords charge the market rent. Residents pay a Tenant Rent Contribution according to the Rent Scale as per agreement (currently 30% of income or a minimum/flat rent).

SUBSIDY CALCULATION

BC Housing pays the monthly subsidy to the housing provider, based on the approved market rent plus an administrative fee, less the Tenant Rent Contribution. Changes in individual subsidy (due to changes in income or

³¹ Formerly known as the Core Need Income Thresholds (CNIT)

client) are recorded as they occur but do not affect total monthly payments. Payments are based on annual review data; individual amounts are totaled and adjusted by any changes in economic rents during the year.

OPERATING BUDGET

BC Housing approves market rents plus an administrative fee.

MONITORING AND REPORTING

Rent Calculation Annual Review: BC Housing reviews Application for Rent Subsidy and Notification of Tenancy/Membership Change forms.

Financial Review: BC Housing reconciles subsidy payments and checks over/underpayment of subsidies.

Operational Review: BC Housing may inspect the provider's administration procedures and tenant records every three to five years.

BC Housing's Internal Audit Department may select tenants at random for an income declaration audit, and providers for an agreement compliance audit.

SECTION 95 POST 1985 RENT SUPPLEMENT – CO-OPERATIVE

Program Summary

BC Housing provides rent supplements for residents of housing co-operatives built under the Federal Co-operative (Index Linked Mortgage) Housing Program. The monthly subsidy to the housing co-op makes up the difference between the Tenant Rent Contribution and the housing charge for the unit.

A federal subsidy bridges the gap between operating costs and market rents in the first year of operation and is then adjusted annually by the Consumer Price Index, for 15 years. After year 16, subsidy is gradually reduced as rents begin to exceed costs. Historically, program funding was two-thirds federal, one-third provincial.

QUICK REFERENCE	
Projects Awarded:	Projects were awarded between 1986 and 1993; no new project funding is available.
Target Groups:	Families, seniors, persons with disabilities.
Program Funding #:	533
Project Ownership:	Buildings are owned by the housing co-op. Land may be owned by the co-op or a municipality which leases land to the co-op. Shares in the co-op are owned by the resident members, are relinquished where membership lapses, and may not be sold for individual profit.
Capital Financing:	Private mortgages insured by the National Housing Act provided capital funding to build these developments, with payments linked to the cost of living (Index Linked Mortgage).
Agreements:	35 years (expiring between 2022 and 2028)
Household Income:	At or below the Housing Income Limits ³² at initial occupancy. Reviewed annually on the anniversary date of the co-op.
Units Eligible for Subsidy:	30-50% of units in each co-op are eligible for rent supplements, as per operating agreement; remaining units pay a regular occupancy charge based on 85% of market rent.

RESIDENT SELECTION

Housing co-operative³³.

RENTS (HOUSING CHARGE)

Members pay an Actual Occupancy Charge (the rent contribution, based on the Rent Scale as per agreement; currently 30% of income or a minimum/flat rent). Maximum rent is the Regular Occupancy Charge for the unit.

³² Previously known as the Core Need Income Thresholds (CNIT).

³³ Historically, BC Housing placed residents in a percentage of the subsidized units (specified in the agreement), but this practice was discontinued in 1999.

SUBSIDY CALCULATION

BC Housing pays the difference between Regular Occupancy Charge less the Actual Occupancy Charge (the rent contribution); paid monthly to the co-op.

Effective April 2015, if a member in a subsidized unit is over housed, the Regular Occupancy Charge used to determine the BC Housing rent supplement will be the Regular Occupancy Charge applicable for the number of persons currently in the unit, instead of the Regular Occupancy Charge based on initial occupancy. This difference, referred to as a “surcharge”, is applied to the amount paid by the over housed resident.

OPERATING BUDGET

BC Housing does not review budgets.

MONITORING AND REPORTING

The Agency for Co-operative Housing reviews financial statements using its Annual Information Return (AIR). BC Housing will undertake a review of the AIRs and determine whether any additional financial monitoring is required.

Applications for Rent Subsidy: BC Housing reviews Application for Rent Subsidy and Notification of Tenancy/Membership Change forms. BC Housing’s Internal Audit Department may select members at random for an income declaration audit.

BC Housing has the right to refuse a non-operational related expenditure. Operating costs for BC Housing subsidized units cannot be greater than non-subsidized units.

The Co-op has a number of reporting requirements to CMHC/Co-op Agency as set out in operating agreement. BC Housing provides cost sharing data.

Operational Review: CMHC/Co-op Agency is responsible for operational type reviews on the co-op itself. BC Housing has the right to inspect books and records relating to rent supplement units only and inspects all damage claims.

SECTION 95 POST 1985 RENT SUPPLEMENT – PRIVATE MARKET LANDLORD

Program Summary

BC Housing provides a limited number of rent supplements to residents in private market rental units, who have unique needs or live in an area where their needs cannot be accommodated in existing subsidized housing. We give the resident a monthly subsidy to make up the difference between the Tenant Rent Contribution and the market rent, and the resident pays the landlord the full market rent.

The resident is responsible for selecting a private market unit that meets their needs. The market rent must be at or below the market rent ceiling BC Housing sets. The landlord and resident sign a tenancy agreement, which falls under the jurisdiction of the [Residential Tenancy Branch](#). BC Housing does not have a relationship with the landlord. Historically, program funding was two-thirds federal, one-third provincial; replaced by SHA.

QUICK REFERENCE	
Projects Awarded:	Projects were awarded between 1986 and 1993; no new project funding is available.
Target Groups:	Families with children, seniors, and persons with disabilities.
Program Funding #:	530
Project Ownership:	Private landlord.
Capital Financing:	N/A
Agreements:	Landlord Agreement between landlord and BC Housing; generally, one to five-year terms, for up to 35 years. Tenant Agreement for Receipt of Subsidy signed between BC Housing and tenant.
Household Income:	At or below the Housing Income Limits ³⁴ at initial occupancy. Reviewed annually on the anniversary date of their initial application for subsidy.
Units Eligible for Subsidy:	Designated in the operating agreement with the private landlord.

RESIDENT SELECTION

BC Housing through The Housing Registry.

RENTS

Rent Scale as per agreement (currently 30% of income or a minimum/flat rent).

Maximum rent is the market rent for the unit, as per the operating agreement. BC Housing approves rent increases supported by a rent roll showing that non-designated suites in the building have had similar increases. Caretakers may be called to confirm non-designated rental rates; however, some units may be single family homes.

SUBSIDY CALCULATION

Difference between tenant rent contribution and the market rent; paid directly to the individual.

³⁴ Formerly known as the Core Need Income Thresholds (CNIT).

MONITORING AND REPORTING

Rent Calculation Annual Review: BC Housing reviews Application for Rent Subsidy and Notification of Tenancy/Membership Change forms. BC Housing's Internal Audit Department may select tenants at random for an income declaration audit. No audit requirement for landlords.

Operational Review: Before approval and occupancy, BC Housing inspects the private market unit to ensure basic safety standards are met. BC Housing inspects buildings on-site at least once every 3-5 years. Suite inspections are only done in the event of a damage claim by the landlord.

The private landlord is responsible for the building, and disputes regarding the unit condition fall under the jurisdiction of the Residential Tenancy Branch.

SECTION 95 PRE 1986 – NON-PROFIT HOUSING

Also known as 2% Write-Down

Program Summary

This program subsidized mortgages to develop non-profit housing and facilities for individuals with special needs. Most projects are mixed income developments targeting low and moderate income households, generally families or singles. Some projects support seniors and people with disabilities; most of these also receive Provincial Rental Assistance Program (PRAP) subsidies (see PRAP-Seniors ³⁵ or [PRAP-Disabled](#)).

[Canada Mortgage and Housing Corporation](#) (CMHC) established the program in 1979; projects were awarded until 1985. BC Housing took over program administration in February 2007.

Capital costs were amortized over 35 years, initially with private mortgages, and later with CMHC mortgages. Operating agreements were also for 35 years, generally expiring between 2015 and 2021 to match the full amortization of the CMHC mortgages.

The operating subsidy equals the difference between amortizing the approved original capital costs over 35 years at a current interest rate on the mortgage and amortizing these costs over 35 years at a rate of 2%.

Mixed Income Projects:

In mixed income projects, some units are rented at the lower end of market levels, and some are rent-geared-to-income (RGI). The subsidy model is founded on the expectation that rents in market units could be above actual operating costs, with a relatively low mortgage payment. The operating surplus on the market units can then be used to subsidize a limited number of rent-geared-to-income units.

In some projects, the gap between market rents and operating costs has increased over time. With the increased revenue, some providers have been able to increase the number of RGI units. For other projects, however, rents have not increased as expected, or major repairs have required additional borrowing, which has reduced the operating surplus. For these and other reasons, the percentage of rent-geared-to-income units in developments varies widely.

QUICK REFERENCE	
Projects Awarded:	Projects were awarded between 1979 and 1985; no new project funding is available
Target Group:	Low and moderate income families, seniors, and people with special needs
Program Funding #:	570 – Non-Profit Public; 571 – Non-Profit Private
Project Ownership:	Non-profit provider. In some projects, land is owned by a municipality.
Capital Financing:	NHA insured 35-year loans from approved lenders to cover 100% of costs with maximum unit prices established by CMHC.
Agreements:	Between CMHC and provider, 35-year term, expiring 2015 through 2021. Operating agreements refer to program administration under NHA Section 56.1; subsequent amendments replaced Section 56.1 with Section 95
Household Income:	<i>Special facilities:</i> Varies; see the operating agreement.

³⁵ PRAP-Seniors currently falls under the [Subsidized Rental Housing Program \(SRH\) Framework](#).

	<i>Mixed income projects:</i> Low and moderate incomes, verified at initial occupancy for all units, and annually for RGI units
Units Eligible for Subsidy:	Varies. While this program does not formally designate the number of RGI and market units in mixed income housing projects, the initial program target was at least 15% RGI units

RESIDENT SELECTION

Provider chooses tenants from an applicant waitlist.

RENTS

RGI Units: Initially the federal rent scale; some providers have moved to the Rent Scale as set out in the operating agreement.

Mixed Income Projects: Some units are rented at the lower end of market levels, and some are RGI.

Rents are not to be increased more frequently than annually.

SUBSIDY

The operating subsidy equals the difference between amortizing original capital costs over 35 years at the current mortgage interest rate and amortizing these costs over 35 years at a 2% rate.

The outstanding balance at renewal is not used in the calculation. For example, if eligible capital costs were \$1,000,000 and the current mortgage rate at renewal was 5%, the subsidy calculation would be:

$$\begin{array}{rcl}
 \$1,000,000 \text{ at } 5\% \text{ over } 35 \text{ years} & = & \$5,046.87 \text{ per month} \\
 - \quad \$1,000,000 \text{ at } 2\% \text{ over } 35 \text{ years} & = & \$3,312.63 \text{ per month} \\
 \hline
 \text{Subsidy} & = & \$1,734.24 \text{ per month}
 \end{array}$$

The subsidy is fixed at each mortgage renewal and remains fixed for the term of the renewal. In some cases, CMHC/BC Housing and the non-profit have agreed to a simplified subsidy calculation to be applied at mortgage renewal. Please contact your NPPM if you have questions.

The subsidy model is founded on the expectation that rents in market units could be above actual operating costs, with a relatively low mortgage payment. The operating surplus on the market units can then be used to subsidize a limited number of RGI units.

Housing providers are encouraged to find additional revenues; this income will not affect the federal subsidy but can be used to house low income residents.

OPERATING BUDGET

Set by the housing provider, no review by BC Housing

SURPLUS/DEFICIT

Housing providers can retain a subsidy surplus reserve of up to \$500 per unit from an operating surplus; deficits are not paid, but excess surplus (over \$500/unit) is returned to BC Housing. Surplus subsidy is used to meet future subsidy needs for RGI residents, but excess surplus may be transferred to other projects under this program, with BC Housing's approval.

CAPITAL REPAIRS AND REPLACEMENTS

Please refer to the Operating Agreement for project specific requirements.

Replacement Reserves:

The amount to be set aside was determined by CMHC and the use of those funds was approved by CMHC. BC Housing assumed administration in 2007 under the SHA.

Replacement reserves enable housing providers to plan for the replacement of certain capital items that periodically wear out, so the building continues to be functional over its useful life. See the [Standardized List of Replacement Items](#) for a list of eligible replacement reserve items. Approved items and replacement cycles vary according to building design, tenant use and the physical environment.

The replacement reserve is funded as part of the operating budget, through an annual or monthly transfer from the operating bank account to the replacement reserve account. The amount transferred to the replacement reserve is set out in the operating budget.

Replacement reserves are intended to replace items with a short-term life, such as flooring, appliances, etc. Major undertakings, such as window replacement or re-piping, may require significant capital expenditures as buildings age. Housing providers are responsible for planning and funding these upgrades or other modernization projects and need to obtain funding through fundraising or additional financing (which may not be subsidized).

BC Housing may be able to help providers prepare a full condition assessment to establish a long-range capital plan. Contact your Non-Profit Portfolio Manager for more information.

Capital Funds:

Replacement reserves are replaced by a Capital Fund in the new programs and older programs that has gone under Program Reform. Providers must establish a Capital Plan which outlines repairs, replacements and major improvements of the development. The housing provider will allocate and contribute regularly to the Capital Fund guided by a long-term Capital Plan. BC Housing will approve annual contribution towards the Capital Fund as outlined in the operating budget.

MONITORING AND REPORTING

Financial Review: BC Housing reviews financial statements, reviews and sets maximum low end of market rents annually, recaptures excess subsidy.

Operational Review: Modified operational review required every 3-5 years as there is no annual tenant income data, no budget approval. Full operational review for PRAP units where applicable.

SENIORS' RENTAL HOUSING INITIATIVE

Program Summary

In 2009, the federal government implemented a 50/50 cost matching agreement with the Province, through one time economic stimulus measures, which combined:

- \$104 million in new housing for seniors, and
- \$19.5 million in new housing for persons with disabilities.

Construction of new developments was completed in 2011.

Some developments were built on land owned by the Provincial Rental Housing Corporation (PRHC) using federal/provincial funding. All of these cost-shared units provide rent-geared-to-income (RGI) housing for low income seniors and people with disabilities.

In other cases, BC Housing worked with non-profit housing providers to create mixed ownership developments known as “blended” sites, with:

- Cost-shared RGI units purchased by PRHC; and
- Market units owned by the provider

A combination of grants for the PRHC portion of the development and low interest take-out financing for the provider-owned portion, arranged by BC Housing, reduced overall construction costs. Different income thresholds, asset management, and reporting requirements apply to the cost-shared RGI units and the market units.

QUICK REFERENCE

Projects Awarded:	Between 2009 to 2010. Funding for this program falls under Extension of the Canada – British Columbia Affordable Housing Initiative .
Target Group:	<i>RGI Units:</i> Low income seniors and persons with disabilities <i>Market Units:</i> Low and moderate income seniors and persons with disabilities
Program Funding #:	590
Project Ownership:	<i>RGI Units:</i> Owned or leased by PRHC <i>Market Units:</i> Provider owned
Capital Financing:	<i>RGI Units:</i> The federal and provincial governments provided 50/50 cost-shared capital funding for construction. No ongoing subsidies. <i>Market Units:</i> Mortgage financing arranged by BC Housing to encourage construction of affordable market rental units (at blended sites only).
Agreements:	<i>RGI Units:</i> Operator Agreement for 60 years, with some agreements renewable at 10 or 30 years. <i>Market Units:</i> An additional Operating Agreement, for 40 or 60 years, covers the operation of provider owned units, which may be governed by a different program in some instances.

Household Income:	<p><i>RGI Units:</i> Household income at or less than the Housing Income Limits³⁶ (HILs), verified at initial occupancy and annually thereafter; asset testing using BC Housing’s policy at initial occupancy.</p> <p><i>Market Units:</i> Low and moderate income households, verified at initial occupancy only.</p>
Units Eligible for Subsidy:	<p><i>RGI Units:</i> No subsidy.</p> <p><i>Market Units:</i> Depends on program and agreement.</p>

RESIDENT SELECTION

All RGI applicants are selected from The Housing Registry; Provider selects residents for Market Units.

In “blended” sites, tenant policies must comply with Strata Bylaws, and are not required to comply with BC Housing’s tenant policies on issues such as smoking, pets, storage of scooters, etc.

ELIGIBILITY AND RENTS

RGI residents are ineligible for [Shelter Aid For Elderly Renters](#) (SAFER)³⁷, and have to cancel SAFER upon move-in.

At some RGI sites, income blending was introduced to improve project viability. In these projects, total household income is the lesser of:

- The non-market Housing Income Limit for the region, or
- Five times the established maximum market rent (if applicable) for the development, multiplied by 12

See operating agreement for details.

RGI Units: Households pay 30% of gross household income, subject to the Minimum Rent for the household size (as set by BC Housing); households receiving Income Assistance (IA) pay the full shelter component of Income Assistance for rent. Tenants are not eligible for the Heat Allowance.

In some RGI units, where RGI rent surpasses the average market rent in the community, a rent cap may have been established at market levels. In these cases, Regional Operations is responsible for determining which projects should implement a market rent cap, and for determining the appropriate Maximum Market Rent.

Market Units: Rents are set at or below the current market rent for comparable housing in the area, determined by a market rent survey/appraisal.

SUBSIDY CALCULATION

Not applicable. Providers must cover operating costs from rent revenues.

OPERATING BUDGET

BC Housing does not review and approve operating budgets for this program.

SURPLUSES/DEFICITS

BC Housing does not cover operating deficits.

³⁶ Formerly known as the Core Need Income Thresholds (CNIT). Dollar amounts that represent the maximum annual income, before taxes, that a household can earn for suitable housing in their location.

³⁷ A type of rent supplement program that BC Housing offers to eligible low-income older adults and people with disabilities.

RGI Units: Surpluses may be retained subject to the Operational Review. Surplus will be used only to reduce rents or off-set costs related to the development. BC Housing and the provider must mutually consent on how the accumulated excess revenue will be spent.

Blended Sites: Surplus rental revenue from market units may be used to cover any operating deficits for the RGI units within the site.

CAPITAL REPAIR/REPLACEMENT/PLANNING

Replacement Reserves:

Providers contribute to replacement reserves every month. Revenues permitting, the recommended contributions are:

- \$30-\$60 per unit per month for modular housing owned or leased by PRHC
- \$60-\$100 per unit per month for blended site-built housing

Spending approval is required only for items not included on the [Standardized List of Replacement Items](#). If an operating deficit cannot be remedied via income blending or market rent adjustments, BC Housing may approve a temporary reduction in replacement reserve contributions to manage deficits.

MONITORING AND REPORTING

Financial Review: For RGI Units, providers submit an annual financial statement and budget to BC Housing. We may request that these statements be professionally audited.

Rent Calculation Annual Review: For RGI Units, providers perform a rent calculation review annually. BC Housing's Internal Audit Department may randomly select tenants for an income declaration audit and select Providers at random for an agreement compliance audit.

Operational Review: BC Housing conducts a review at least once every five years.

Green House Gas Emissions (GHG): BC Housing reports reduced GHG emissions, under the [Green House Gas Reductions Targets Act](#), which requires BC Housing to offset all GHG emissions from these projects with the purchase of carbon credits.

SENIORS SUPPORTIVE HOUSING (SSH)

Program Summary

Seniors' Supportive Housing (SSH) provides modified rental units and support services for low income seniors and people with disabilities, who experience difficulty living independently but are ineligible for assisted living or a greater level of care. The program enables seniors to maintain their independence and “age in place” with suite and building modifications—for example, lever door handles, grab bars, elevators, etc.—that improve accessibility and safety. Support services include daily meals, light housekeeping, social and recreational activities, and an optional 24-hour emergency response system. Residents pay up to 50% of gross income for rent and support services.

SSH units were layered onto existing self-contained seniors subsidized housing projects managed by non-profit housing providers. In the buildings selected for modifications:

- Preference was given to upgrading all units in the building, although only a few units were upgraded in some cases
- Regardless of the number of units upgraded, physical upgrades to common area accessibility, fire, safety, and service delivery were mandatory for the entire building

QUICK REFERENCE	
Projects Awarded:	Projects were awarded between 2007 and 2011; no new project funding is available
Target Group:	Seniors or people with disabilities in need of basic support services to help them remain independent.
Program Funding #:	584
Project Ownership:	Providers own most projects; some are leased from PRHC or municipality. Some projects are PRHC directly managed.
Capital Financing:	Capital grant up to \$45,000 per unit, secured by a forgivable mortgage.
Agreements:	SSH service agreement terms are normally tied to the existing terms of the “host” program agreement the SSH units are layered into.
Household Income:	At or below the Housing Income Limits ³⁸ at initial occupancy, reviewed annually.
Units Eligible for Subsidy:	Subsidy eligibility varies; see the service agreement for details.

RESIDENT SELECTION

Providers determine resident suitability and may work with their local health authority. Providers develop exit criteria for those who need a higher level of care and no longer qualify for the program.

RENTS

Residents pay no more than 50% of gross income for rent and support services (currently 30% for rent in accordance with the Rent Scale; 20% for support services).

³⁸ Formerly known as the Core Need Income Thresholds (CNIT). Dollar amounts that represent the maximum annual income, before taxes, that a household can earn for suitable housing in their location.

Because this program is layered on other funding programs, some units will have caps on the shelter part of the operations (economic or market), and some will not have any caps.

Residents in RGI units are not eligible for Shelter Aid for Eligible Renters (SAFER)³⁹.

SUBSIDY CALCULATION

Generally, the difference between 50% of tenant income and approved cost of providing shelter and support services; typically, the subsidy is layered on top of an existing seniors' housing program.

OPERATING BUDGET

BC Housing approves both capital and annual operating budgets. Provider is required to submit annual operating budget for approval. Budget cycle is tied to the budget cycle of the host program into which the SSH units are layered.

SURPLUSES/DEFICITS

Surpluses can be used only to remedy a previous operational deficit. Accumulated surpluses will be returned to BC Housing upon request. See individual agreement for details.

REPLACEMENT RESERVES

The annual operating budget includes a provider contribution to the replacement reserve fund; BC Housing approval is required only for expenditures not on the [Standardized List of Replacement Items](#).

MONITORING AND REPORTING

Annual income declarations, financial statements, tenant satisfaction surveys. Annual financial statements must be audited as requested by BC Housing.

BC Housing's Internal Audit Department may select a society for an agreement compliance audit and randomly select tenants for an income declaration audit.

Full operational review, including support services every 3-5 years.

³⁹ A type of rent supplement program that BC Housing offers to eligible low-income older adults and people with disabilities.

SINGLE ROOM OCCUPANCY RENEWAL INITIATIVE (SRI)

Also known as Public Private Partnership (P3) Initiative

Program Summary

The SRO Renewal Initiative (SRI) was created to renovate and restore 13 PRHC-owned single-room-occupancy (SROs) hotels in Vancouver's Downtown Eastside, Chinatown, and Gastown areas. These upgrades will ensure that the buildings are safe, affordable, and energy efficient, and protected over the long term. These renovated units now provide safe and affordable accommodations for approximately 900 individuals at risk of homelessness.

QUICK REFERENCE	
Projects Awarded:	Funding was awarded in 2012
Target Group:	13 SROs that are over 100 years old with structural, plumbing, and electrical infrastructure that requires extensive renovations to extend the life of these buildings.
Program Funding #:	N/A
Project Ownership:	PRHC
Capital Financing:	Federal government will contribute up to \$29.1 million through the P3 Canada Fund towards eligible construction and implementation costs. The Province contributed \$87.3 million towards construction and implementation costs, and additional funding over a 15 year maintenance period.
Agreements:	<ul style="list-style-type: none"> AG535 – Combined Operator and Support Services Agreement AG537 – Operator Agreement Only AG538 – Support Services Agreement Only <p>Starting 2015, the above agreement templates are used for PHI SRO.</p>
Household Income:	N/A
Units Eligible for Subsidy:	N/A

REFERENCE MATERIALS

- Website: [Single Room Occupancy Renewal Initiative](#)

SUBSIDIZED RENTAL HOUSING PROGRAM (SRH)

Program Summary:

In 2015, BC Housing identified opportunities to streamline and simplify existing independent social housing programs to improve administrative consistency, fairness, and overall efficiency; and to support non-profit housing providers by providing the flexibility they require to preserve social housing over the long term.

The Subsidized Rental Housing (SRH) Program Framework:

- a) Aligns existing program requirements with current strategic priorities and identified needs.
- b) Provides greater financial flexibility as non-profit housing providers prepare for expiry of operating agreements and related subsidies, and capital regeneration of older social housing stock.
- c) Provides greater autonomy for housing providers.
- d) Streamlines program administration.

There are currently five program streams that fall under the SRH Program Framework:

- Provincial Rental Assistance Program (PRAP) Seniors
- S.82(1)(b) Non-Profit Seniors
- S.95 Post 1985 Non-Profit Regular (NPR)
- Building BC: Community Housing Fund (CHF)
- Building BC: Indigenous Housing Fund (IHF)

Projects under this program framework are eligible for operating subsidies in accordance with their operating agreement. Where projects involve supports or services to residents, additional funding from other programs and/or commitments from other funders may be necessary.

To be eligible for funding, the program principles require that:

- Low income households have access to RGI units
- Operating subsidies are provided in a clear, consistent and efficient manner
- The project is financially sustainable
- BC Housing and project partners will operate transparently and accountably

For more detail, see the [Subsidized Rental Housing Program Framework](#).

QUICK REFERENCE	
Projects Awarded:	1975 to present
Target Group:	Low and moderate income seniors, persons with disabilities and families with children.
Program Funding #:	536, 538, 540 – Non-Profit Regular (NPR): Public, Private, Co-op 507 – 82(1)(b) Non-Profit Seniors 508 – Provincial Rental Assistance Program (PRAP) Seniors 608 – Community Housing Fund (CHF) 609 – Indigenous Housing Fund (IHF)
Project Ownership:	Projects are built either on freehold owned by the provider or leasehold land. Leasehold may be from PRHC, municipality or other non-profit.

Capital Financing:	Varies. See Subsidized Rental Housing Program Framework for details. <ul style="list-style-type: none"> • Construction Financing • Take-out Financing • Capital grant • Budget-led operating subsidy
Agreements:	The housing provider will enter into an operating agreement with BC Housing. See Subsidized Rental Housing Program Framework for details.
Household Income:	RGI Units: At or below the Housing Income Limits, declared annually. Non-RGI Units (where applicable): Low and Moderate Income at initial occupancy.
Units Eligible for Subsidy:	Generally, 100% of units are eligible for subsidy. See individual operating agreements for more detail.

FINANCING

Construction Financing: up to 100% of construction cost, secured by registered mortgage against the land.

Take-out Financing: BC Housing will arrange CMHC insured take-out loan. For CHF projects, some projects may have applied to CMHC for Co-Investment fund financing.

Capital grant:

- CHF projects receive up to \$100K per unit capital grant in the first year and is subject to a 3% increase each year thereafter, up to the annual funding allocation. Some projects may be eligible to receive additional grants from other sources.
- IHF projects receive up to \$200K per unit capital grant (subject to annual funding allocations). Budget-led operating subsidy is provided over full agreement term.

RESIDENT SELECTION

The Housing Registry or a housing provider applicant list.

RENTS

RGI Units: Rent Scale (currently 30% of income or a minimum/flat rent), capped at Affordable Market Rent.

Non-RGI Units (where applicable): tenants pay the established Affordable Market Rent for the unit.

Up to 25% of units in the PRAP and 82(1)(b) projects can be rented at Affordable Market Rent (non-RGI) to Low and Moderate Income households.

SUBSIDY CALCULATION

BC Housing pays subsidy monthly to the provider, based on the difference between approved economic rent and Tenant Rent Contributions. Adjustments for total annual subsidy are made at year end after reviewing financial statements. Any changes in Tenant Rent Contributions or approved operating costs are captured at year end, and subsidy is adjusted accordingly.

5-Year Transition Period: When the operating agreement is within 5 years of expiry, NPPMs have the option to offer a fixed subsidy payment to support the transition towards independence, with no further operating budget or financing review required and the opportunity to accumulate additional capital funds.

OPERATING BUDGET

Annually, the housing provider will submit an operating budget to BC Housing for review and approval. BC Housing approves all changes to provider's budgets and any resulting changes in economic rent.

SURPLUSES/DEFICITS

Subsidy payments are adjusted to address deficits; surpluses are repaid to BC Housing, up to subsidy paid. When the operating agreement is within 5 years of expiry, operating surpluses can be transferred to the Capital Fund. See individual operating agreements for exceptions.

CAPITAL REPAIRS AND REPLACEMENTS

Please refer to the Operating Agreement for project specific requirements.

Replacement reserves are replaced by a Capital Fund in the new programs and older programs that has gone under Program Reform. Providers must establish a Capital Plan which outlines repairs, replacements and major improvements of the development. The housing provider will allocate and contribute regularly to the Capital Fund guided by a long-term Capital Plan. BC Housing will approve annual contribution towards the Capital Fund as outlined in the operating budget.

MONITORING AND REPORTING

Financial Review: Annually, the provider is required to submit audited financial statements.

Rent Calculation Annual Review: Application for Rent Subsidy forms, Notification of Tenancy/Membership Change form. BC Housing's Internal Audit Department may select tenants at random for an Income Declaration Audit and select providers at random for an Agreement Compliance Audit.

Operational Review: BC Housing may conduct an onsite operational review from time to time, with 30 days' written notice.

REFERENCE MATERIALS

- [Subsidized Rental Housing Program Framework](#)

SUPPORTIVE HOUSING PROGRAM

Program Summary

In 2015, BC Housing identified opportunities to streamline and simplify existing independent social housing programs to improve administrative consistency and efficiency. The Supportive Housing Program Framework encompasses both new and existing housing programs that provide funding for subsidized housing with support services to people who are experiencing homelessness or at risk of homelessness.

These programs aim to break the cycle of homelessness by providing safe, affordable housing and the supports needed to help residents remain housed appropriately, to promote resident stability by connecting residents with non-clinical support services, and to promote community partnerships in service delivery.

There are currently three program streams that fall under the Supportive Housing Program Framework:

- Provincial Homelessness Initiative (PHI)
- Rapid Response to Homelessness (RRH)
- Supportive Housing Fund (SHF)
- Rapid Housing Initiative (RHI)

QUICK REFERENCE	
Projects Awarded:	2016 to present
Target Group:	Individuals experiencing homelessness or at risk of homelessness
Program Funding #:	559, 569, 587, 588 – Provincial Homelessness Initiative (PHI) 606 – Rapid Response to Homelessness (RRH) 611 – Supportive Housing Fund (SHF) 619 – Rapid Housing Initiative (RHI) 615 – Homelessness Action Plan (HAP) 625 – Homelessness Action Plan – Enhanced (HAP-E) 627 – Homeless Encampment Action Response Team/Homeless Encampment Action Response Temporary Housing (HEART/HEARTH)
Project Ownership:	Varies. Developments may be housing provider and/or PRHC owned, and land maybe be owned by other entities.
Capital Financing:	Varies. May include capital grants or take-out financing. <i>See individual agreements for details.</i>
Agreements:	Operator Agreement with option to extend.
Household Income:	At or below the Housing Income Limits (HILs) ⁴⁰ .
Units Eligible for Subsidy:	Generally, 100% are eligible for subsidy.

⁴⁰ Formerly known as the Core Need Income Thresholds (CNIT). Dollar amounts that represent the maximum annual income, before taxes, that a household can earn for suitable housing in their location.

RENTS

Varies. Typically, RGI in accordance with the Rent Scale in the agreement, or a fixed rent (i.e., shelter component for Income Assistance recipients, or “rent-on-the-door”).

Refer to individual agreement for details.

SUBSIDY CALCULATION

Where eligible, BC Housing will provide an operating subsidy to cover the difference between the total approved operating expenses and revenues.

OPERATING BUDGET

BC Housing will adjust operating budgets at least annually, or more frequently as needed, to maximize the efficient allocation of operating subsidy.

SURPLUSES/DEFICITS

Varies. Generally, housing providers repay surpluses to BC Housing and BC Housing covers deficits or addressed through adjusted subsidy payments. See individual agreement for details.

REPLACEMENT RESERVES

Varies; see individual agreement for details. Depending on the Operating Agreement, the provision may be funded as part of the Operating Budget.

MONITORING AND REPORTING

Database: Operators report regularly using a specified database, if applicable. BC Housing establishes timelines for data reporting and mandatory fields. Housing providers are responsible for obtaining resident consent.

Financial Review: Housing providers submit audited financial statements and other supporting documentation to BC Housing to facilitate an annual review of financial operations.

Operational Review: BC Housing may conduct an onsite operational review from time to time, with 30 days’ written notice. The review may include among other items, interviews with the operator’s management, an on-site visit, and a review of service policies, procedures and other relevant documents, as requested.

Audit: BC Housing has the right to inspect all records for audit purposes.

REFERENCE MATERIALS

- [Supportive Housing Program Framework](#)

SUPPORTED RENT SUPPLEMENT PROGRAM (SRSP)

Program Summary

The Supported Rent Supplement Program (SRSP) provides coordinated and accessible support and services to recipients of Canada-British Columbia Housing Benefit (CBCHB) in market housing. The CBCHB program provides targeted assistance to reduce housing need for selected vulnerable low-income British Columbians. The SRSP provides services to CBCHB recipients to strengthen their personal wellbeing and further their self-reliance, enabling them to transition to, and remain in, stable market housing.

This program is administered by BC Housing, Ministries of Health (MoH), Mental Health and Addictions (MHA), as well as Social Development and Poverty Reduction (SDPR), and delivered through cross-sector providers. The program will provide between 500 and 750 CBCHB recipients with supports in 2022/23 and continue until 2024/25.

QUICK REFERENCE	
Projects Awarded:	2022 to 2025
Target Group:	Vulnerable low-income households in receipt of, or eligible for, the CBCHB.
Program Funding #:	618 - Canada-British Columbia Housing Benefit (CHCHB) 623 – Supported Rent Supplement Program
Project Ownership:	Private market rental units
Agreements:	SRSP Support Service Agreement for the provision of the supports and services concurrently into the Canada British Columbia Housing Benefit (CBCHB) Agreement for the provision of the Housing Benefit.
Household Income:	Gross household income must not exceed the CBCHB income limits, as established by BC Housing from time to time.
Units Eligible for Subsidy:	As per support service agreement.

RESIDENT SELECTION

Providers and/or BC Housing administers supports to eligible CBCHB recipients based on established criteria. Households must be living in non-subsidized rental units who are not eligible for SAFER⁴¹ or RAP and pay more than 30% of gross monthly income towards the rent for their residence.

PORTABILITY

The support services will be portable within British Columbia, giving Clients the choice and greater flexibility to re-locate, subject to BC Housing's review of continued program eligibility and service availability.

⁴¹ A type of rent supplement program that BC Housing offers to eligible low-income older adults and people with disabilities.

SUBSIDY CALCULATION

Program funding allocation will consider the local demand for services and compliance with program guidelines. BC Housing will administer funds for eligible services directly to the provider in accordance with their support services agreement.

MONITORING AND REPORTING

Database: Providers report regularly using the Database. BC Housing establishes timelines for data reporting and mandatory fields. Providers are responsible for obtaining Client consent.

Financial Review: Providers submit audited financial statements and other supporting documentation to BC Housing to facilitate an annual review of financial operations.

Operational Review: Operational reviews occur regularly and determine fulfilment of the terms of the SRSP support services agreement. The review includes interviews with the service provider's management, an on-site visit and physical inspection of office and programming space, and a review of service delivery, policies, procedures and other relevant documents, as requested.

Service providers may voluntarily administer additional tools, such as Client surveys, and may choose to discuss the results with BC Housing.

REFERENCE MATERIALS

- [CBCHB Program Framework](#)
- [Supported Rent Supplement Program \(SRSP\) Framework](#)

URBAN NATIVE HOUSING: SECTION 95 PRE 1986 & POST 1985

Program Summary

The Urban Native Housing program provides affordable rental housing for low and moderate income Indigenous households:

- *Pre 1986* – Originally, these projects blended rent-geared-to-income (RGI) for low income residents and market rents for those with moderate incomes; however, all units are now RGI. Urban Native Additional Assistance was introduced to supplement regular assistance, and is based on the number of units occupied by Indigenous households (Urban Native Additional Assistance covered the move to 100% RGI). Projects were awarded from 1978 to 1985.
- *Post 1985* – 100% of units are RGI. Projects were awarded from 1986 to 1993.

These are former [Canada Mortgage and Housing Corporation](#) (CMHC) programs, previously administered under [National Housing Act](#) (NHA) Section 56.1 (later amended to NHA Section 95). In early 2007, CMHC transferred these programs to BC Housing. We subsequently transferred program delivery, administration, and subsidy to the [Aboriginal Housing Management Association](#) (AHMA) at the end of 2012.

The projects were constructed with capital funding, generally involving a mortgage amortized over 35 years, with operating subsidy paid to the end of the mortgage. (Under the Post 1985 program, however, some mortgages are amortized over 25 years with 25-year agreements, while others are amortized over 25 years with 35-year agreements. In the latter case, the agreements continue beyond the mortgage expiry). The mortgages, originally administered by CMHC, are now administered by BC Housing.

QUICK REFERENCE

Projects Awarded:	<i>Pre 1986:</i> Projects were awarded between 1978 and 1985 <i>Post 1985:</i> Projects were awarded between 1986 and 1993 No new project funding is available.
Target Group:	Indigenous households living in municipalities with a population over 2,500.
Program Funding #:	575: <i>Pre 1986</i> 576: <i>Post 1985</i>
Project Ownership:	Non-profit provider
Capital Financing:	Capital funding
Agreements:	<i>Pre 1986:</i> Section 95 Agreement Assistance to Non-Profit Housing Corporations, CMHC 2397; this covered the 2% mortgage interest write-down. Operating agreements and subsidies will expire between 2017 and 2021. <i>Post 1985:</i> Urban Native Non-Profit Housing Agreement, CMHC 2885. Operating agreements and subsidies will expire between 2021 and 2030.
Household Income:	Incomes at or below Housing Income Limits ⁴² , verified annually by the provider
Units Eligible for Subsidy:	100% of units are RGI

⁴² Formerly known as Core Need Income Thresholds (CNIT)

RESIDENT SELECTION

Housing provider applicant lists. If prolonged vacancies occur, AHMA may give permission to house non-Indigenous households.

RENTS

100% RGI with no rent cap. There are no market units.

Some projects use the Federal Rent Scale; some have switched to the Rent Scale as set out in the operating agreement.

SUBSIDY CALCULATION

BC Housing remits a fixed subsidy for both programs to AHMA. Subsidy paid by AHMA to providers is based on the difference between the estimated tenant revenue and operating expenses as set out in the approved annual budget.

OPERATING BUDGET

Housing providers submit annual operating budgets showing projected revenues and expenses to AHMA for approval.

SURPLUSES/DEFICITS

All units are RGI and fully funded; consequently, the \$500 per unit surplus allowance (under the regular Section 95, Pre 1986, 2% write-down program) is not needed to cushion changes in tenancy and not permitted.

CAPITAL REPAIRS AND REPLACEMENTS

Please refer to the Operating Agreement for project specific requirements.

Operating agreements require the provider to make annual contributions to a replacement reserve.

Replacement reserves enable housing providers to plan for the replacement of certain capital items that periodically wear out, so the building continues to be functional over its useful life. See the [Standardized List of Replacement Items](#) for a list of items normally eligible for replacement reserves. Approved items and replacement cycles vary according to building design, tenant use and the physical environment.

MONITORING AND REPORTING

Financial Review: Financial statements and budgets must be submitted annually to AHMA. Financial statements are professionally audited, unless otherwise agreed to by AHMA.

Rent calculation data does not have to be submitted.

Operational Review: AHMA conducts operational reviews.

REFERENCE MATERIALS

- CMHC operating agreements.

WOMEN'S TRANSITION HOUSING AND SUPPORTS PROGRAM (WTHSP)

Program Summary

Transition houses began with communities of women recognizing the need to respond to the issue of domestic violence, who volunteered to house and support women and children in private homes. Over time, this grassroots movement evolved into a network of services.

In 2009, responsibility for Transition Homes, Safe Homes and Second Stage Housing was transferred to BC Housing from the Ministry of Housing and Social Development, as part of a provincial initiative to strengthen the continuum of housing for women and children at risk of violence. These programs are linked to a broader continuum of Violence Against Women services, including those funded by the Ministry of Justice.

In 2011, BC Housing collaborated extensively with service providers and the [BC Society of Transition Houses](#) to establish a program framework. The purpose of the program is to support women and their dependents who have experienced violence or are at risk of violence, with support services and temporary shelter/housing.

In 2018, the existing program was expanded under Building BC: Women's Transition Housing Fund, to address identified gaps in service delivery along the spectrum of safe homes, transition homes, and long-term supporting housing for women and children.

Four streams are funded through this program:

- **Safe Homes** provide support services and access to safe short-term shelter. Facilities may include suites in apartment buildings, a townhouse unit or house. Length of stay is typically 10 days.
- **Transition Homes** provide support services, 24/7 staffing and safe shelter in confidential locations. Generally composed of dwellings with several bedrooms, with common areas for food preparations, eating and living and service provision; alternative models may be considered. Length of stay is typically 30 days.
- **Second Stage Housing** provides safe, private, affordable short-term housing with support services in apartments or townhouses. Length of stay is typically no longer than 18 months.
- **Long-Term Rental Housing** provides safe, affordable long-term independent rental housing that may include access to support services, typically in apartments or townhouses.

Core services common to all program streams include:

- Initial contact services
- Safe shelter/housing and immediate basic needs
- Personal supports for women and children
- Referrals, advocacy and supported access to services
- Inter-agency service linking

Some variation in service delivery can occur, based on each client's circumstances and resources available at the time. For more details, see the [Women's Transition Housing and Supports Program Framework](#).

QUICK REFERENCE	
Projects Awarded:	2009 to present
Target Group:	Women and children at risk of violence and/or who have experienced violence.
Program Funding #:	591 610: Women's Transition Housing Fund (Building BC)
Project Ownership:	Varies; generally managed by non-profit providers. Expansion: 100% PRHC ownership (freehold, long-term nominal lease, no split ownership in project).
Capital Financing:	Expansion: Capital costs fully funded by PRHC; projects must be independently financially viable (no cross-subsidy); no leveraging or financed units permitted.
Agreements:	Service Agreements, typically three-year terms, renewable for an additional two years with approval of BC Housing, and do not include construction or mortgage financing. Other agreements under separate funding programs may apply. PRHC-owned Long-Term Rental Housing: Operator Agreement, up to a 5 year term, with the option to extend for a further 5 years.
Household Income:	Safe Homes and Transitions Houses: N/A Second Stage Housing: Client with Low and moderate income Long-Term Rental Housing: Client with income at or below the Housing Income Limits (HILs) ⁴³ . Proof of income is required from the tenant for purposes of establishing the Tenant Rent Contribution.
Units Eligible for Subsidy:	Second Stage Housing and Long-Term Rental Housing units.

ELIGIBILITY AND RENTS

All women and their dependents who are at risk of violence or have experienced violence, and require services related to this risk or experience, are eligible for program services. Clients are referred to service providers by other agencies or self-refer.

Service providers may serve young women under the age of 19 who live independently. Providers must work with the [Ministry of Children and Family Development](#) to establish a protocol for delivering services to these young women.

There is no minimum or maximum income limit for determining client eligibility for shelter or support services.

Second Stage Housing is designed to support women following a stay in a Transition House or a Safe Home, but this is not an eligibility requirement.

Safe Homes and Transition Houses: Shelter and support services are rent free to the client and funded by the approved operating budget.

⁴³ Formerly known as the Core Need Income Thresholds (CNIT). Dollar amounts that represent the maximum annual income, before taxes, that a household can earn for suitable housing in their location.

Second Stage Housing and Long-Term Rental Housing: WTHSP Rent Scale, clients pay a set percentage of their income towards rent (currently 30%) and will be calculated in accordance with a rent scale provided by BC Housing and included in the Agreement. Clients on Income Assistance pay the maximum shelter component.

SUBSIDY CALCULATION

BC Housing makes a fixed monthly payment, as set out in the service agreement.

Expansion: Operating and support services subsidy provided by BC Housing (24/7 staffing, vocational training and varying levels of programming support).

OPERATING BUDGET

BC Housing approves the annual operating budget.

SURPLUSES/DEFICITS

The Provider is responsible for any manageable cost increases; operating surpluses may be retained and reinvested for the benefit of clients where such programs are related to the funded service and for capital renovations, improvements or other payments approved by BC Housing.

REPLACEMENT RESERVES

Provisions for capital repair or replacement vary widely in provider budgets. Refer to agreement for details.

PERFORMANCE REQUIREMENTS

As of 2018, the following outcomes are reported by the service provider on the statistical report:

- Clients receive support in accessing community resources available to them.
- Clients are provided with strategies that may enhance their safety,

CAPITAL REPAIRS AND REPLACEMENTS

Facilities are very diverse with respect to building forms, tenure (rent, own or lease), and additional funding sources and agreements (e.g., other operating agreements with BC Housing). Accordingly, BC Housing determines capital asset management strategies on a case-by-case basis with each service provider.

MONITORING AND REPORTING

Quarterly Statistical Report: Outcome reporting as set out in the agreement.

Financial Review: BC Housing performs an annual Financial Review.

Operational Review: may be conducted from time to time, with 30 days' written notice by BC Housing.

REFERENCE MATERIALS

- [Women's Transition Housing and Supports Program Framework](#)
- Website: [BC Society of Transition Houses](#)
- Website: [Victim Services & Violence Against Women Program Directory](#)

APPENDIX 1 - FUNDING PROGRAM NUMBER REFERENCES

FP#	PROGRAM NAME
505	Section 82.1(A) Private Landlord
506	Section 82.1(A) Non-Profit Disabled
507	Section 82.1(B) Non-Profit Seniors
508	Provincial Rental Assistance Program (PRAP) – Seniors
509	Provincial Rental Assistance Program (PRAP) – Disabled
514	Rural & Native Housing (RNH) – Homeowner, Sections 79 and 92
526	Provincial Housing Program (HOMES BC): Homeless At Risk (HAR) & Low Income Urban Singles (LIUS)
529	Provincial Housing Program (HOMES BC): Regular
530	Section 95 Post 85 Rent Supplement Private Landlord
531	Section 95 Post 85 Rent Supplement Non-Profit
533	Section 95 Post 85 Rent Supplement Co-operatives
536	Section 95 Post 1985 – Non-Profit Regular (Public, Private, Co-op)
537	Section 95 Post 1985 – Non-Profit Special Purpose
538	Section 95 Post 1985 – Non-Profit Regular (Public, Private, Co-op)
539	Section 95 Post 1985 – Non-Profit Special Purpose
540	Section 95 Post 1985 – Non-Profit Regular (Public, Private, Co-op)
541	Section 95 Post 1985 – Non-Profit Special Facilities
542	Section 95 Post 1985 – Non-Profit Special Facilities
550	Provincial Housing Program (HOMES BC): Rent Supplement and Rent Support
552	Independent Living BC (ILBC): Rent Supplement Phase 1
553	Independent Living BC (ILBC): Non-Profit “Budget-Led Projects” – Phases 1 and 2
554	Independent Living BC (ILBC): Non-Profit “Budget-Led Projects” – Phases 1 and 2
555	Community Partnership Initiative (CPI): Affordable Homeownership
555	Community Partnership Initiative (CPI): Affordable Non-Profit Rental Housing
558	Independent Living BC (ILBC): Non-Profit “Budget-Led Projects” – Phases 1 and 2
559	Provincial Homelessness Initiative (PHI) Phase I
560	Emergency Shelter Program (ESP)
560	Extreme Weather Response Program (EWR)
562	Independent Living BC (ILBC): Rent Supplement Phase 2
563	Independent Living BC (ILBC): Non-Profit “Budget-Led Projects” – Phases 1 and 2
564	Independent Living BC (ILBC): Non-Profit “Budget-Led Projects” – Phases 1 and 2
565	Homeless Outreach Program (HOP)
568	Independent Living BC (ILBC): Non-Profit “Budget-Led Projects” – Phases 1 and 2

FP#	PROGRAM NAME
569	Provincial Homelessness Initiative (PHI) – Phase II
570	Section 95 Pre 1986 Non-Profit Public
571	Section 95 Pre 1986 Non-Profit Private
573	Section 26 Non-Profit Housing
574	Section 27 Non-Profit Housing
575	Urban Native Housing – Section 95 Pre 1986
576	Urban Native Housing – Section 95 Post 1985
577	Rural & Native Housing (RNH) – Homeowner Sections 79 and 92
578	Rural & Native Housing (RNH) – Rental Sections 79 and 92
580	Rural & Native Housing (RNH) – Homeowner Sections 79 and 92
581	Rural & Native Housing (RNH) – Rental Sections 79 and 92
583	Rural & Native Housing (RNH) – Rental Sections 79 and 92
584	Seniors Supportive Housing (SSH)
585	Aboriginal Housing Initiative (AHI)
587	Provincial Homelessness Initiative (PHI) – SROs
588	Provincial Homelessness Initiative (PHI) – MOUs
590	Seniors’ Rental Housing Initiative
591	Women’s Transition Housing and Supports Program (WTHSP)
595	Investment in Affordable Housing (IAH)/ Social Infrastructure Fund (SIF)
596	Provincial Homelessness Initiative (PHI) - MOUs
598	Provincial Homelessness Initiative (PHI) - MOUs
599	Provincial Redevelopment Program (PRP)
601	Homeless Prevention Program (HPP)
603	Provincial Investment in Affordable Housing (PIAH)
604	Investment in Housing Innovation (IHI)
606	Rapid Response to Homelessness (RRH)
607	Affordable Rental Housing (ARH)
608	Community Housing Fund (CHF)
609	Indigenous Housing Fund (IHF)
610	Women’s Transition Housing Fund (WTHF)
611	Supportive Housing Fund (SHF)
612	Provincial Rental Supply (PRS)
613	Affordable Home Ownership Program (AHOP)
614	Mental Health Housing (MHH)
615	Homelessness Action Plan (HAP)

FP#	PROGRAM NAME
618	Canada-British Columbia Housing Benefit (CBCHB)
619	CMHC Rapid Housing Initiative (RHI)
620	Secondary Suits Incentive Program (SSIP)
623	Supported Rent Supplement Program (SRSP)
625	Homelessness Action Plan – Enhanced (HAP-E)
627	Homeless Encampment Action Response Team/Homeless Encampment Action Response Temporary Housing (HEART/HEARTH)
629	BC Builds: Rental Supply Program

APPENDIX 2 – GLOSSARY

Term ^a	Definition
Affordable Housing	Housing is considered affordable when 30 per cent or less of your household's gross income goes towards paying for your housing costs.
Assisted Living	A type of housing for seniors and people with disabilities that includes on-site hospitality and personal-care support services.
Below market housing	A type of housing (rental or ownership) that is equal to, or lower than, average value/rates in private-market housing.
Canada Mortgage and Housing Corporation (CMHC)	CMHC is an organization owned and operated by the Canadian federal government to help renters, buyers and industries with housing.
Economic Rent^b	Difference between total RGI rent revenue and the total cost of operating the development
Fixed Rent^b	A monthly rent amount that a housing provider sets for a unit. The amount does not change during a tenancy. See Rent Calculation Guide for more information.
Flat Rent^b	Applies to a family group receiving Income Assistance and is based on the Income Assistance shelter portion, less a pre-determined amount for telephone and domestic utilities. Refer to Rent Calculation Guide for more information.
Housing Co-operative	Also known as “co-op” is a type of housing that residents own and operate as part of a membership.
Housing Income Limits (HILs)	Formerly known as the Core Need Income Thresholds (CNIT). Dollar amounts that represent the maximum annual income, before taxes, that a household can earn for suitable housing in their location.
Housing with supports	Housing that includes on-site services such meals, housekeeping, health care, counselling, and others.
Income Assistance^b	Social assistance, social security, or another form of payment that the provincial or federal government provides to people in need who don't have any other resources.
Low Income	Gross household income is below the applicable Housing Income Limits (HILs), as defined by BC Housing from time to time.
Low and Moderate Income Limits^a	A gross household income that does not exceed the median income for couples without children in BC (for residential units with less than two (2) bedrooms), or the median income for families with children in BC (for residential units with two (2) or more bedrooms), as determined by BC Housing from time to time.
Market Rent	A rent amount that is generally similar to the rent of other units in the private (non-subsidized) housing market.
Middle Income Limits^a	For HousingHub and BC Builds projects, a gross household income that does not exceed the 75th income percentile for couples without children in BC (for residential units with less than two (2) bedrooms), or the 75th income percentile for families with children in BC (for residential units with two (2) or more bedrooms), as determined by BC Housing from time to time.
Rent Affordability Limits (RALs)	A maximum rent value for a property, in relation to the median rents for each area and unit size, as determined by CMHC from their annual rental market survey. The RALs are published annually by BC Housing.
Rent Geared to Income (RGI)^b	A type of subsidized housing where the housing provider matches your rent to how much income you earn, typically 30% of tenant's gross household income.
Safe Home	A type of temporary housing for women and children fleeing violence, where a transition house is not available in the community.

Term ^a	Definition
SAFER	A type of rent supplement program that BC Housing offers to eligible low-income older adults and people with disabilities.
Second Stage Housing	Second-stage housing is housing for women and children fleeing violence who have completed a stay in a transition house or safe home. Stays can be up to 18 months.
Secondary Suite Incentive Program Income Limit^a	A gross household income that does not exceed the 80th income percentile for families with children in BC, as determined by BC Housing from time to time.
Subsidized Housing	A type of housing for which the provincial government provides financial support or rent assistance.
Supportive Housing	A type of housing that provides on-site supports and services to residents who cannot live independently.
Upper Income Limit	For Homes BC program, a gross household income must be less than five times the market rent for the unit.

^a Please refer to [BC Housing Glossary](#) for a list of additional terms and the current income limit figures.

^b Please refer to [Rent Calculation Guide](#) for more information.