

COVID-19 RESILIENCE INFRASTRUCTURE STREAM

APPLICATION GUIDE



WHAT IS THE COVID-19 RESILIENCE INFRASTRUCTURE STREAM?

It is federal and provincial capital funding directed to help community housing providers address the challenges brought on by COVID-19.

Under this program, the federal and provincial governments will provide up to **\$1.45 million** in combined funding to help housing providers deliver quick-start and short-term pandemic-resilient infrastructure projects. The federal government will cover 80 per cent of the total eligible costs and the province will cover the remaining 20 per cent.

York Region is administering this funding on behalf of the federal and provincial governments and is encouraging all eligible housing providers to apply.

WHAT ARE THE FUNDING CATEGORIES?

Funding is available to community housing providers under two categories.

1. Reconfiguration of site offices

Some examples of eligible projects may include:

- Reconfiguration of site offices and front counters, plexiglass dividers, partition walls, retractable room partitions, screening booths, sanitizer stations, signage to promote physical distancing, wash stations/showers and change rooms for staff, etc.

2. Health and safety measures

Some examples of eligible projects may include:

- Video communication screens, P.A. systems, video concierge, touch-free door openers, key fob entry systems, etc.

Note: Office/boardroom furniture is not eligible for funding. Non-fixed assets being proposed for funding must be directly related to supporting physical distance and safety and security retrofits to prevent the spread of COVID-19.

WHAT ARE THE PROJECT REQUIREMENTS?

Proposed project must include a clear rationale in the project description of how they will support responding to the COVID-19 pandemic.

Project requirements as per the provincial program guidelines are outlined below.

- **Energy standards:** Projects must meet or exceed any applicable energy efficiency standards for buildings outlined in the Pan-Canadian Framework on Clean Growth and Climate Change.
- **Accessibility standards:** Projects must meet or exceed the requirements of the highest published accessibility standard in a jurisdiction in addition to applicable provincial building codes and relevant municipal by-laws and accessible design guidelines.
- **Contract Award Date:** Contracts must be awarded after federal approval of funding and written confirmation is given by York Region. Contracts awarded before approval of funding are not eligible for reimbursement.
- **Financial sustainability:** Projects must have a financial plan in place to operate the assets and not seek senior level government support for ongoing operational funding
- **Projects must undertake a competitive pricing or tendering process to demonstrate value-for-money:** copies of proposals or bids from three bidders, statement indicating selected bidder and written explanation if the lowest bid is not chosen.
- Housing providers must attest to owning the capital components infrastructure assets put forward for funding

In addition to the provincial requirements, community housing providers must also agree to enter into a legal agreement with the Region.

Submissions are due September 9, 2022 by 4:30 p.m.

Completed and signed applications, with required supporting documents, must be submitted by the deadline (completed digital PDF, not a scanned copy or photocopy) to:

housingproviderinfo@york.ca

Late submissions will not be accepted.

HOW DOES FUNDING WORK?

- Cost-sharing by housing providers is not required
- Contracts for projects can only be awarded after written approval is granted by York Region
- Proposed projects must start construction by September 30, 2023
- Funds cannot be used to pay for taxes, regardless of rebate eligibility
- Contingency costs cannot exceed 25% of the project cost and should be outlined separately on the application form
- Proposed projects must be completed by December 31, 2023. Costs incurred after December 31, 2023 for projects will not be reimbursed
- All eligible costs must be claimed for reimbursement by January 15, 2024

The following costs are ineligible for funding:

- Taxes, regardless of rebate eligibility
- Costs incurred before receiving written approval
- Costs incurred for cancelled projects
- Costs related to furnishing and non-fixed assets which are not essential for the operation of the project
- Acquisition or leasing of land, buildings and other facilities
- Leasing equipment other than equipment directly related to the construction of the project
- Real estate fees and related costs
- Financing charges and legal fees
- Loan interest payments including those related to easements (e.g. surveys)
- Any goods and services costs which are received through donation or in-kind
- Staff costs
- Operating costs and regularly scheduled maintenance work
- Cost incurred for projects that have started after September 30, 2023
- Costs incurred after December 31, 2023 for projects
- All costs related to any component of the project other than the approved scope

HOW WILL PROJECTS BE EVALUATED?

As funding is limited, York Region will consider:

- The expected benefit of the project under the two program categories: modify infrastructure to support physical distancing and safety and security retrofits
- Project requirements (i.e. energy standards, accessible standards, contract award date, financial sustainability, demonstrated value for money, etc.)
- Ability for the proposed project to meet the required timings for project start and finish dates based on a realistic timeline and work plan
- Submission of a complete, comprehensive proposal on or before the deadline

WHAT ARE THE PROGRAM REPORTING REQUIREMENTS?

Quarterly reporting will be defined through the agreement between the Region and the housing provider once details are released from federal and provincial governments.

Need help? Contact your Program Coordinator if you have questions.

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