

**Ministry of
Municipal Affairs
and Housing**

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234-2024-1054

March 4, 2024

Brian Ostrander
Warden, County of Northumberland
555 Courthouse Road
Cobourg, ON K9A 5J6

Dear Brian Ostrander:

RE: Year-End Reallocation – Additional Funding Allocation for 2023-24 – Sign-back Letter

I am pleased to announce an additional funding allocation in the amount of \$2,469,500 to the County of Northumberland under the Year-End Reallocation Additional Funding Allocation in this fiscal year (2023-24) for the 310 Division Street, Cobourg - Emergency Shelter project to create 45 units.

This funding is in addition to the 2023-24 Homelessness Prevention Program (HPP) allocation of \$2,267,700 that was confirmed to you through my letter dated March 24, 2023, bringing your total 2023-24 funding for HPP to **\$4,737,200**.

All conditions of funding as communicated through the Homelessness Prevention Program (HPP) Program Guidelines (Effective April 1, 2022) and our above referred letter remain the same.

This additional funding is conditional upon the Proponent obtaining all required approvals for the project.

This funding is conditional upon the County of Northumberland completing and submitting a Project Information Form (see Appendix "A") that should reflect a sound financial plan and forecast of expenditures by program component. Please refer to the Ministry's HPP Program Guidelines for details about eligible program expenses, program administration fees, and key dates.

You are required to sign this letter where indicated below and return it to the Ministry to confirm your agreement to the terms and conditions of the additional HPP funding.

Please submit the following items by **March 15, 2024**:

1. This signed letter via e-mail to your respective Team Lead, Regional Housing Services;
2. A signed Contribution Agreement between the County of Northumberland and the proponent for the project;
3. Confirmation of registration of security on title; and
4. Project Information Form to be submitted online in the Transfer Payment Ontario system.

Funding for the project is also conditional on fulfillment of the Ministry's terms and conditions for the Homelessness Prevention Program and the achievement of specific construction milestones.

Conditions for funding include, but are not limited to:

- The province and the Service Manager (SM) for the jurisdiction in which the project will be built signing a Transfer Payment Agreement;
- For acquisition projects, the executed Agreement of Purchase and Sale must have a closing date no later than March 1, 2024;
- Obtaining any required project-specific Municipal Housing Facilities Bylaws or Agreement or any other required Agreement by the Service Manager and/or other party and the proponent;
- Providing proof of ownership or long-term lease to permit the development of the proposed project over the minimum 20-year period;
- Obtaining the first permit that permits the demolition of an existing structure or the construction of the foundation of the project and/or permits a subsequent phase in the construction process;
- Providing written confirmation of construction start within 120 days of the date of the signing of the Contribution Agreement, as per Appendix "B" of Schedule "D" of the HPP Transfer Payment Agreement;
- Obtaining a Certificate of Insurance (COI) and any required insurance as part of the Contribution Agreement;
- Obtaining approval of mortgage financing in the form of a mortgage commitment satisfactory to the ministry;
- Service Manager or Ministerial Consent (as applicable) under the *Housing Services Act, 2011*;
- Confirmation in writing of existing support services, if required;

- Confirmation of compliance with applicable federal environmental assessment legislation and current Ontario Building Code requirements; and,
- Fulfillment of all other conditions precedent to the implementation of the project as set out in the proponent's submission to the procurement process and as outlined in the Program Guidelines.

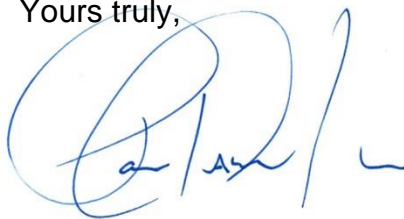
Once the Contribution Agreement has been signed, security has been registered on title, and the required conditions have been fulfilled, the ministry will advance funding to the County of Northumberland as per the project's funding schedule.

Please see the attached preliminary funding schedule for a description and breakdown of the funding for your project.

Please note that the province will co-ordinate the official announcement of this funding and will notify the County of Northumberland in advance. All details of any capital projects must be kept confidential until they may be announced publicly by the Ministry. It is expected that the County of Northumberland will not discuss the project publicly until the announcement is made.

I appreciate your partnership as we work together to deliver HPP and address homelessness in the community.

Yours truly,



The Honourable Paul Calandra
Minister of Municipal Affairs and Housing

Enclosures

- c. Jennifer Moore, Chief Administrative Officer
- Lisa Horne, Director of Community and Social Services
- Mila Kolokolnikova, Team Lead, Regional Housing Services, MSO-East

The undersigned agrees to the terms of the above letter.

Service Manager: _____

Name: _____

Signature: _____

Title: _____

Date:

Name: _____

Signature: _____

Title: _____

Date:

I/We have authority to bind the organization.

Appendix “A”

**2023-24 Homelessness Prevention Program (HPP) Additional Funding Project
Information Form**

Please download from Transfer Payments Ontario (TPON).

FUNDING SCHEDULE

<p>COUNTY OF NORTHUMBERLAND</p> <p>Homelessness Prevention Program (HPP) 2023-24</p> <p>Emergency Shelter – New Facilities</p>

Project Name	Number of Units	Proponent Type	Total HPP Funding
310 Division Street, Cobourg	45	Municipality	\$2,469,500

Payment No.	Milestones	%	Total HPP Funding
1ST	Signed Contribution Agreement, mortgage security registration or alternate form of security	50	\$1,234,750
2ND	Structural framing complete for new construction or 50% completion for acquisition & rehab projects	40	\$987,800
3RD	Confirmation of project completion, occupancy confirmation, Initial Occupancy Report completed and submitted	10	\$246,950
TOTALS		100	\$2,469,500