REQUEST FOR EXPRESSION OF INTEREST

MHHD2023-002





REQUEST FOR EXPRESSIONS OF INTEREST

DEVELOPMENT OF SOCIAL/AFFORDABLE HOUSING 575 BALMORAL STREET WINNIPEG, MANITOBA

REOI#: MHHD2023-002

Issued By: Manitoba Housing Issue Date: April 21, 2023

Submission Deadline: May 19, 2023 4:00 p.m. Central Time

Expressions of Interest should be enclosed in a sealed envelope addressed

to:

Manitoba Housing Housing Delivery Branch 200 – 352 Donald Street Winnipeg, MB R3B 2H8

Attn: Sandra Oberdorfer, REOI Administrator

Available in alternate format upon request

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INTRODUCTION

1.1 Background

Housing is a key priority for the Province of Manitoba. The Manitoba Government recognizes that housing is central to achieving positive outcomes in the lives of families and individuals, and is committed to pursuing a cost-efficient mix of programming and development to help meet the housing needs of low to moderate-income earners in Manitoba.

As part of the government's priority to provide housing opportunities, Manitoba Housing requests Expressions of Interest (EOI) from qualified proponents to acquire and re-develop the property located at 575 Balmoral Street in Winnipeg for the development of social and affordable housing. Options for development include demolition and a new build or remediating the existing buildings on the site.

Manitoba Housing will review submitted EOIs to gauge the general viability of the proposed housing project and how it aligns with <u>Manitoba's homelessness strategy</u> "A Place for Everyone: A Collaborative Homelessness Strategy for Manitoba", as well as other criteria identified in Section 3 Evaluation and Selection.

While Manitoba Housing is open to all proposed options for the re-development of the site, given the property's size, location, zoning, and existing site issues (see Section 1.2), Manitoba Housing will prioritize new construction projects, which increase unit density (if possible).

Only non-profit, Indigenous organizations, and other levels of government are eligible to submit EOIs under this REOI. Preference will be given to proponents that are Indigenous organizations. Manitoba Housing shall not be responsible for any costs incurred by proponents for preparing an EOI. However, non-profit organizations are encouraged to pursue partnerships with other non-profits or private sector groups to leverage expertise, financing and tenant support services.

Manitoba Housing will use a competitive project selection process to ensure that the most appropriate and viable Project proceeds to the next stage. Proponents can find further details on the selection process and next steps in Section 3 of this REOI document.

Manitoba Housing is not committing any financial assistance (including an in kind property contribution) through this REOI. Manitoba Housing intends to engage in a Negotiated Request for Proposals (NRFP) at its sole discretion, following the REOI, as described in 4.2 below. The NRPF may consider financial assistance identified through this REOI.

1.2 Description of Site & Buildings

Civic Address: 575 Balmoral Street, Winnipeg, Manitoba.

Legal Description: Lot 1 Plan 48715 WLTO in RL 1 Parish of St John and

in RL 78 Parish of Saint James.

575 Balmoral Street is a 25 unit residential building complex featuring a number of structures with a central courtyard. It is situated between Balmoral Street and Kennedy Street, near Cumberland Avenue in the Central Park neighbourhood. The total gross area of 575 Balmoral Street is approximately 13,000 square feet. See Appendix "A" for the site plan.

The site has full municipal servicing and the City of Winnipeg has confirmed it is currently zoned Downtown Living Sector (D). For more information on the Downtown Living Sector (D) zoning requirements please contact the City of Winnipeg. All proponents are required to conduct their own due diligence regarding the site and City of Winnipeg zoning bylaws.

Applicants may contact Karin Kliewer, Downtown Planner at the City of Winnipeg for information about zoning, Downtown Urban Design, and available programs that could support affordable housing on this site.

A 2019 structural building assessment of the property indicated that significant repairs and upgrades are required to resume occupancy. In addition the following issues have been identified with the buildings/property:

- Floor plans lack functionality
- Entrances to upper units are designed in a way that makes moving large furniture in and out of units difficult or impossible.
- Safety/security issues due to blind spots between buildings and access around property.

1.3 Definitions

For the purpose of this REOI:

- "Affordable Rents" means the Affordable Housing Rental Program Rents inclusive
 of essential utilities (heat, hydro, and water), and is the maximum monthly rent that
 can be charged to a tenant household for units receiving Financial Assistance from
 Manitoba Housing. The Affordable Housing Rental Program Rents are reviewed by
 Manitoba Housing annually and published on the Manitoba Housing website
- "Affordable Housing" means permanent rental and/or cooperative housing units that operate under the Affordable Housing Rental Program guidelines. This includes renting to households who meet the program income limits and providing rents that are at or below the Affordable Housing Rental Program Rents. Information on the Affordable Housing Rental Program can be found on the Manitoba Housing website at: Manitoba Housing website

- "**EOI**" means an Expression of Interest provided by a proponent in response to this Request for Expressions of Interest (REOI).
- "Evaluation Committee" means the group of individuals brought together by Manitoba Housing for the purpose of assessing how well the EOI meets the Evaluation Criteria.
- "Evaluation Criteria" means those criteria against which EOI will be assessed to determine how well they meet Manitoba Housing's requirements.
- "Indigenous Organizations" means a band as defined by the Indian Act or a not for profit organization whose by-laws require at least 51% of its board members be Indigenous persons residing in Manitoba.
- "Indigenous person of Manitoba" means:
 - (a) a person of First Nation ancestry, including treaty, status, or registered Indian, non status, or non-registered Indian, and a Métis person, or
 - (b) a person of Inuit ancestry,

who is Canadian citizen and resides in Manitoba.

- "Mandatory Requirements" means the required documents/information that an EOI
 must contain in order to receive further consideration, as set out in Section 3.3 of this
 EOI.
- "Non-Residential Portion" means public space, recreation facilities, or associated hard furnishings, commercial facilities, community multi-purpose space, or other built areas or non- residential space appropriate to the Project but which do not form part of the components of residential accommodations related to living facilities, shared or otherwise, and a modest amount of amenity space which may be shared with other occupants of a Project.
- "Program Income Limit" means the Social and Affordable Housing Rental Program Income Limits for families and households without children. These are reviewed annually by Manitoba Housing and published on the <u>Manitoba Housing</u> website
- "Project" means the Social/Affordable Housing proposed to be developed by a Proponent responding to this REOI.

- "Proponent" means a municipality, Indigenous governments, or a non-profit that submits an EOI to Manitoba Housing in response to this REOI. A non-profit may partner with a private developer or leverage funds privately, however, it must be the non-profit that applies as the Proponent.
- "REOI" means this Expression of Interest package in its entirety, inclusive of all schedules and appendices and all addenda that may be issued by Manitoba Housing in respect of the REOI.
- "Social Housing" means permanent rental and/or cooperative housing units that
 operate under the Social Housing Rental Program. This includes renting to
 households who meet the program income limits and providing rents that are at or
 below the Social Housing Rental Program Rents. Information on the Social Housing
 Rental Program can be found on the Manitoba Housing website
- "Shall" and "Must" denote a requirement that Manitoba Housing regards as critical.
 Failure of a Proponent to acknowledge the requirement and affirm its ability to meet the requirement will result in a significantly reduced rating in the evaluation of the EOI.
- "Submission Deadline" means the date and time set out on the front page of this REOI.
- "Will" or "Should" denote a requirement that Manitoba Housing regards as an
 important objective. Failure of a Proponent to acknowledge the requirement and affirm
 its ability to meet the requirement will result in a reduced rating in the evaluation of the
 EOI.

2.0 PROJECT SPECIFICATIONS

EOI's may include proposed projects for demolition and new construction or rehabilitation of existing buildings. Projects must include a minimum of twenty-five (25) Social Housing units rented in accordance with the Social Housing Rental Program <u>plus</u> where possible, additional units of either social, affordable, or market housing. Proponents are strongly encouraged to include a unit mix that is most desirable to serve the target group and which best supports operational viability of the proposed Project. The proposal must include accessible design of the site and designate some units as accessible. Successful Proponents will be expected to follow Manitoba Housing's Social and Affordable Housing Rental Program guidelines, including Program Income Limits and rental rates for Winnipeg. The Program information can be found on the <u>Manitoba Housing website</u>

Projects not eligible under this REOI include assisted-living housing, nursing homes, and other long-term care facilities, shelters and crisis care facilities and ownership of any kind. Similarly, they cannot include Life Lease, or similar models where tenant equity is leveraged as a funding source.

3.0 PROPONENT'S INSTRUCTIONS

3.1 Submission Address and Deadline

Proponents must submit four (4) hard copies of their EOI and one copy in Adobe PDF format on a USB stick, addressed as follows and delivered to:

Manitoba Housing
Housing Delivery Branch
200-352 Donald Street
Winnipeg, Manitoba R3B 2H8
Attn: Sandra Oberdorfer

EOIs submitted by facsimile transmission (fax) or electronic mail (e-mail) will **not** be accepted. **EOIs_must be received no later than the Submission Deadline (as_indicated on the front page of the REOI)** at the above address.

EOIs received after the Submission Deadline will not be accepted and will be returned to the Proponent unopened.

Manitoba Housing may extend the Submission Deadline by issuing an addendum at any time prior to the Submission Deadline or prior to the date and time previously specified in any addendum extending the Submission Deadline. Addenda will be posted on Manitoba Housing's website

. It is the responsibility of Proponents to check the appropriate sites regularly for any addenda.

The appropriate signing officer or officers of the Proponent must sign EOIs, in ink. EOIs, once submitted, become the property of Manitoba Housing. All EOIs will be kept in the strictest of confidence subject to such disclosure as may be required under the provisions of *The Freedom of Information and Protection of Privacy Act* or *The Personal Health Information Act*.

EOIs should be submitted in a sealed envelope and delivered by mail or by courier to the above noted address. Please include on the front of the envelope the following:

• REOI#: MHHD2023-002

• Title : Centre Village EOI

• Submission Deadline: May 19, 2023

Proponent Name

• Proponent Return Address

It is solely the Proponent's responsibility to ensure that the EOI is received at the designated location prior to the Submission Deadline. Manitoba Housing is not responsible for lost EOIs.

3.2 REOI Inquiries

Proponents shall be solely responsible for obtaining all information that may be necessary in order to understand the requirements of this REOI and submit an EOI in accordance with the terms and conditions of this REOI. No allowance shall be made for the failure of a Proponent to obtain such information or to make such investigations.

Proponents shall examine the REOI as soon as possible after receipt. Should a Proponent discover any errors or omissions, the Proponent shall notify the REOI Administrator as soon as possible so further instructions may be issued to all Proponents before the Submission Deadline. Manitoba Housing endeavours to provide accurate information; however, it is not responsible for errors or omissions.

All inquiries related to this REOI are to be made, in writing, at least 5 (five) business days prior to the Submission Deadline as noted above. Inquiries received after this date may not be answered. Written inquiries are to be directed to:

Housing Delivery Branch 200-352 Donald Street Winnipeg, Manitoba R3B 2H8

Email: housingprograms@gov.mb.ca

Att: Sandra Oberdorfer

Written inquiries submitted by e-mail will be accepted.

Proponents are responsible for ensuring that Manitoba Housing has received their inquiries at least 5 business days prior to submission deadline.

3.3 Non-Mandatory Site Visit

A NON-MANDATORY site visit will be held on May 4, 2023, at 10:00 AM Central Standard Time. To confirm your attendance at the site visit and to gain access to the grounds, please notify the <u>REOI administrator</u> at least 24 hours prior to the site visit. All costs incurred by the potential Proponents to attend the site visit will be at their expense. Manitoba Housing will not reimburse any Bidder for expenses related to the site visit.

3.4 EOI Format

Proponents must submit their EOI setting out the information requested in Section 4.1 of this REOI and any relevant comments, according to, and in the order of, the various sections, subsections, and clauses presented in this REOI. Simplicity and clarity of responses are important. Proponents should avoid including extraneous or irrelevant information. Failure to respond to any section, subsection or clause will reduce the assessed value of the EOI. Failure to respond to any of the Mandatory Requirements within the rectification period will result in the rejection of the EOI.

All EOIs should be submitted in an 8.5" x 11" format and bound in such a manner as to lay flat when opened.

3.5 EOI Content

Proponents should include the following in their submitted EOI:

- a. A completed and appropriately signed Application Form (attached to this document as Appendix "B").
- b. Articles of incorporation for the Proponent, including governance structure and Board membership, and any amendments, if applicable.
- c. Proponent Qualifications experience, expertise, and capacity related to developing and managing affordable housing projects. Past performance on previous provincially funded projects will be considered, if applicable.
- d. A narrative description of the project concept and development approach including:
 - Identification of community need;
 - Number of proposed units and if the Project is to be solely residential or mixed use;
 - Unit mix (studio, 1, 2, 3 bedroom, etc.) and rent type social, affordable, market or mix of all three.
- e. Preliminary indication that the Project is feasible, including any confirmed sources of capital, operating funding and/or required financial assistance.
- f. A description of how the design and site plan, will meet the accessibility needs of the tenants and will address safety and security issues identified in this EOI by Manitoba Housing. Preliminary conceptual drawings and site plans should be included, if available.
- g. Describe how the Project aligns with Manitoba's Homelessness Strategy "A Place for Everyone: A Collaborative Homelessness Strategy for Manitoba, and how the Project may align with other government priorities.
- h. Identify key risks to the Project and how you intend to mitigate these risks.
- i. EOIs should include a description of community support for the Project, including details and appropriate evidence of any established or potential partnership arrangements. Proponents should include any letters of support, if available.
- j. A description of the Proponent's property management plan for the operation of the building, including any support services.
- k. A preliminary development and construction timeline.

4.0 REOI EVALUATION AND SELECTION

4.1 Evaluation Committee

The evaluation committee will be made up of representatives from Manitoba Housing. The evaluation committee will be responsible for reviewing and evaluating EOIs submitted in response to this REOI and recommending those projects which Manitoba Housing wishes to extend an invitation to participate in a future NRFP. Manitoba Housing may, at its sole discretion, retain additional committee members or professional advisors as is determined to be prudent or necessary.

4.2 Evaluation Process

The EOI evaluation is a competitive selection process to determine the ranking of EOIs to determine which Proponent(s), if any, are to advance to the NRFP stage. The EOI process will be completed through the following steps:

- 1) Proponents to submit EOIs to Manitoba Housing in response to this REOI.
- 2) Manitoba Housing will screen EOIs and review all mandatory submission requirements of this REOI. If an EOI fails to satisfy any of the mandatory submission requirements, Manitoba Housing will issue a rectification notice to the Proponent. The rectification notice will identify the deficiencies and provide the Proponent with three (3) business days (the Rectification Period) to rectify the deficiencies. If the Proponent fails to satisfy these mandatory submission requirements within the Rectification Period, the EOI will not be considered further.
- 3) EOIs that meet the Mandatory Requirements of this REOI will be evaluated and ranked by the Evaluation Committee according to the criteria identified in Section 3.4, to determine which EOIs are most responsive to the requirements detailed in this REOI. Manitoba Housing, at it's sole discretion, will determine which proponents will be invited to the NRFP stage. Manitoba Housing reserves the right to release a public NRFP in the event of little interest in this REOI, and/or submissions do not qualify to move to the next stage, as determined by Manitoba Housing.

4.3 Mandatory Requirements

The Mandatory Requirements are:

- Receipt of EOI prior to the Submission Deadline.
- Submission of four (4) hard copies and one electronic copy in Adobe PDF format on a USB of the EOI.
- EOI includes the completed Application Form (Appendix 'B'). Manitoba Housing will not accept any other pro-forma as a replacement to Appendix "B".
- Proponent has provided evidence they are an eligible organization under this REOI.
- EOI includes the development or re-development of a minimum of 25 Social Housing Units.

4.4 Evaluation Criteria

EOIs that meet the Mandatory Requirements of this REOI will be evaluated on the basis of the Evaluation Criteria outlined below.

- Demonstrate extensive Proponent experience and capacity in the development and/or management of housing, including through partners and/or consultants with more substantial experience.
- Preference will be given to Indigenous Organizations.
- Clearly and comprehensively describe the Project based on sound/logical concepts.

- Serve people exiting homelessness in alignment with <u>Manitoba's homelessness</u> <u>strategy</u> Manitoba's Homelessness Strategy. –"A Place for Everyone" including appropriate support services.
- Preference will be given to Projects that propose new construction with increased density and addresses safety and security concerns.
- Proposal intends to exceed the minimum energy efficiency requirements stipulated in the declaration section of the application form in Appendix "B".
- Demonstrates a strong understanding of the community needs and how the proposed Project will meet the needs of the target group, including accessibility and any Non-Residential Portion.
- Proposed Project design and concept are compatible with the site and neighbourhood.
- Includes a preliminary risk assessment plan identifying foreseeable risks and risk-mitigation measures that demonstrate no heightened level of risk which would inhibit project advancement or completion.
- Include a project development and construction timeline identifying key
 milestones that can move ahead to the construction stage within a reasonable
 timeframe based on the proposed project concept.

4.5 Estimated Timetable

EOIs submitted under this REOI proceed through an application and review process as outlined below. The following dates are targets only and are subject to revision by Manitoba Housing.

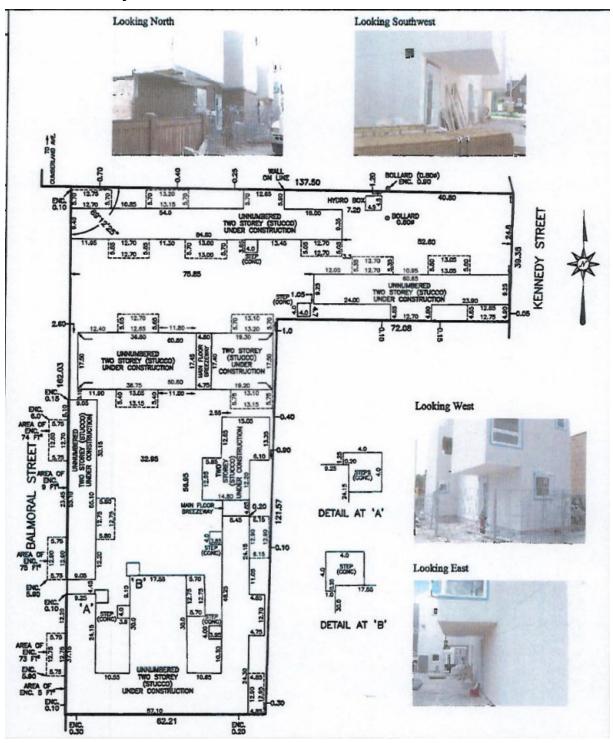
Milestone	Projected Date
Release of Request for Expressions of Interest (REOI)	April 21, 2023
Non-mandatory Site Visit	May 4, 2023
Last day for inquiries	May 12, 2023
Submission Deadline for EOIs	May 19, 2023
End of Rectification Period	May 25, 2023
Issue NRFP (if applicable). Date subject to change	June 14, 2023

APPENDIX "A" - SITE DETAILS

Ariel view of site:



Site Survey:



APPENDIX "B" - APPLICATION FORM

SECTION 1: PROPONENT INFORMATION

, , , , , , , , , , , , , , , , , , , 	
Name of Proponent	
Legal Name of Proponent	
Contact Person Name	Title
Phone Number	Alternate Phone Number
Email Address	
Mailing Address	
Municipality	Province Postal Code
Corporation Type (i.e. Non-profit, etc.)	
Does the proponent meet the definition of an Indigenous	organization? YES NO
SECTION 2: DEVELOPMENT TEAM	
Project Development: Company Name and Address	Contact Name and Phone Number
Architect: Company Name and Address	Contact Name and Phone Number
Law Firm: Company Name and Address	Contact Name and Phone Number
Lender: Company Name and Address	Contact Name and Phone Number
Other(please specify): Company Name and Address	Contact Name and Phone Number

SECTION 3: SUMMARY OF PROPOSED PROJECT

		<u>N</u>	lew Co	nstruction :	Reh	abilitation :
Project Name			evelop	ment Type		
			Vood:	Concrete:	Steel:	Other:
Target Tenant Group		C	Constru	iction Method	d	
# of Social Rental Units:	# of /	Affordable Renta	l Units:	# of N	//arket Re	ental Units:
Rental Unit Mix				<i>"</i>		
Elevatored Apartments:	Walk	-up Apartments:	Т	ownhouses:	Oth	er:
Dwelling Type (specify	# of floors)					
Electricity: Natural Ga	s: Other:	F	orced i	Air: Radiar	ıt: Oth	er:
Heating Fuel		F	leating	Туре		
Surface Parking: Unde	rground: O	ther: F	Rezonin	g or variances	s required	Į·
On-Site Parking	<u>.g</u>		oning	g or variances	, , , , , , , , , , , , , , , , , , , 	''
				<u> </u>		
# of 1 bed units: # of 2	bed units:	# of 3 bed units	s: #	of 4 bed units	s: # of	other units:
Residential Unit Types						
1 bed unit size: 2 bed	unit size:	3 bed unit size	: 4	bed unit size:	othe	er unit size:
Residential Unit Sizes (
Circulation and Service	Areas Size	(b)(in square fe	et)			
	711040 0120	(b)(iii oquaio io	. ,			
Total Gross Area of Bui	Iding (a) + (b	o) =	_(d)			
Residential Portion [(d)	(a) x 100] =	%				
Non Posidontial Portion	[(d) / (b) v 1	001 - 0/				

MONTHLY RENTAL INCOME

Unit Social			Affordable		le	Market			
Size	# Units	Rent*	Total	# Units	Rent**	Total	# Units	Rent	Total
1 bdrm									
2 bdrm									
3 bdrm									
4 bdrm									
	То	tal (a)			Total (b)			Total (c)	

^{*}Must not exceed SHRP rates

Total Annual Rental Income: [(a) + (b) + (c)] x 12 = _____

^{**}Must not exceed AHRP rates

ESTIMATED ANNUAL OPERATING COSTS OF BUILDING

	Proponent Estimate	MHRC use only
Maintenance		
 Maintenance and Repairs 		
2. Elevator		
3. Snow and Waste Removal		
4. Grounds Maintenance		
5. Other (specify)		
6. Subtotal Maintenance		
Jtilities		
7. Heating		
8. Light and Power		
9. Water and Sewer		
10. Janitorial (payroll/supplies)		
11. Security		
12. Other (specify)		
13. Subtotal Utilities		
13. Subtotal Officies		
Administration		
14. Management (fees/salaries/sup	pplies)	
15. Audit and Legal		
16. Property Taxes		
17. Insurance		
18. Bad Debts		
		
19. Replacement Reserve		
20. Other Expenses (specify)		
21. Subtotal Administration	- <u></u>	
22. Annual Operating Costs		
(lines 6 + 13 + 21) =		
(
23. Annual Loan Repayment		
(line 74e) =		
OA Total Amoust Occupations Occide		
24. Total Annual Operating Costs	5	
(Lines 22 + 23)		

ESTIMATED ANNUAL REVENUE

Annual Revenues	
7 iiii dai 1 to voii doo	
25. Base Rents	
26. Parking	
27. Laundry	
28. Surcharges, user fees, etc.	
29. Other (specify)	
30. Other (specify)	
31. Total Annual Revenue	
Non-residential Portion	
32. Other (specify)	
33. Other (specify)	
34. Other (specify)	
35. Total Annual Revenue for	
Non-residential Portion	
36. Total Annual Revenue	
(line 31 + 35) =	

ESTIMATED CAPTIAL COSTS

	Proponent Estimate (excluding GST)	Total Estimate (including GST)	MHRC
Acquisition and Servicing			
37. Purchase price of Land		 	
38. Off-site Servicing	·	 	
39. Legal Service			
(for land acquisition)		 	
40. Surveys, Soil Tests			
Land Title and related			
Fees			
41. Variance Fees and		 	
Appraisal			
42. Other (specify)		 	
43. Subtotal Property		 	
Acquisition and			
Servicing Costs			
Fees and Charges			
44. Interest Prior to I.A.D.			
45. Taxes during		 	
Construction			
46. Insurance during		 	
Construction			
2011011 4011011			

	(excluding GST)	(if applicable)	(including GST)	
47. Utilities during	(excluding GS1)	(ii applicable)	(including 651)	
Construction				
48. Architect and				
Engineering fees				
49. Development/project				
Management fees				
50. Legal Charges				
(excluding land				
acquisition)				
51. Permits and Other				
Development Fees				
52. Mortgage Insurance				
And application fees				
53. Rent up Costs				
54. Audit Charges				
55. Other (specify)				
56. Subtotal Fees and				
Charges				
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ESTIMATED FINANCING

	Proponent Estimate	MHRC use only
Project Financing Details		
68. Total Project Capital Cost (line 67)		
69. Less: Total Equity and Funding (line 7	77)	
70.Less: Approved Mortgage Financing		
Mortgage Term:	years	
Interest Rate:	%	
Amortization Period:	_years	
Annual Loan Repayment: \$		
71. Total Requested Housing Program		
Funding (line 68 – 69 – 70) =		
Equity and Funding Details		
72. Proponent Equity		
73. Proponent Equity (unencumbered Fur	nds)	
74. Capital Grants (non-Manitoba Housing	g)	
75. Other (specify)		
76. Other (specify)		
77. Total Equity and Funding		
(lines 72 to 76)		

DECLARATION

I/We have carefully examined the Request for Expression of Interest (REOI) documents and have a clear and comprehensive knowledge of the requirements under the REOI. By this submission, I/we agree and consent to the terms, conditions and provisions of the REOI.

I/we hereby confirm that the EOI submission contains all information necessary to address the requirements and eligibility of this REOI.

I/we acknowledge that the design and construction of Projects must comply, at minimum, with the current requirements of the Efficiency Manitoba's New Buildings Program Performance Path or other applicable programming. More information on the New Buildings Program can be found by visiting <u>Efficiency Manitoba's website</u>

The information in this EOI as well as any attachments are to the best of knowledge, accurate statements of fact.

AUTHORIZED SIGNING AUTHORITY

(Party or Parties who will represent the Proponent in all contractual matters requiring a signature and have the authority to bind the Proponent)

Name (print)	Name (print)	
Position	Position	
Signature	Signature	
Date	Date	
Address	Address	
Telephone Number	Telephone Number	
Name and Signature of Witness	Name and Signature of Witness	