



**MANITOBA HOUSING
APPLICATION FOR LICENCE TO OPERATE ELDERLY PERSONS' HOUSING UNITS
UNDER PROVISIONS OF
THE ELDERLY AND INFIRM PERSONS' HOUSING ACT ('ACT')**

NAME OF NON-PROFIT CORPORATION _____

MAILING ADDRESS OF NON-PROFIT CORPORATION _____
No. & Street/P.O. Box

City/Town Postal Code

NAME OF BUILDING _____

STREET ADDRESS OF BUILDING _____

CONTACT PERSON _____ TELEPHONE _____

required

EMAIL: _____

MEMBERS AND OFFICERS OF THE BOARD OF DIRECTORS OF THE CORPORATION:

CHAIRMAN _____ MEMBER _____

SECRETARY _____ MEMBER _____

TREASURER _____ MEMBER _____

MEMBER _____ MEMBER _____

MEMBER _____ MEMBER _____

PROJECT DATA:

	Monthly Rental Rate	Number of Units In the Project	Vacant Units	Waiting List	Square Feet Per Unit
Bachelor Units	\$				
One Bedroom	\$				
Two Bedroom	\$				
TOTAL					

PLEASE NOTE THAT A SIGNED COPY OF YOUR MOST RECENT AUDITED FINANCIAL STATEMENT, ANNUAL BALANCE SHEET AND INCOME STATEMENT MUST BE ATTACHED TO THIS APPLICATION.

DEFINITION OF ELDERLY AND INFIRM PERSON

1. ELDERLY PERSON means

- a) an unmarried person of 55 or more years of age whose annual income, including assistance under the Old Age Security Act (Canada), does not exceed an amount equal to five times the annual rental for the accommodation that he occupies in an elderly persons' housing unit or a hostel, or
- b) A married person of 55 or more years of age whose annual income together with that of his spouse, including assistance under the Old Age Security Act (Canada), does not exceed an amount equal to five times the annual rental for the accommodation that he and his spouse occupy in an elderly persons' housing unit or a hostel, or
- c) A married person who is the spouse of a person to whom clause (b) refers

2. INFIRM PERSON means a person 18 years of age or more regardless of income who because of mental or physical disability is certified by a duly qualified medical practitioner as a person unable to provide or care for himself and needs to be under the care or supervision of another person.

DO ALL RESIDENTS OF THE ACCOMMODATION MEET THE DEFINITION OF ELDERLY PERSONS 'UNDER THE ACT'? (See Reverse) YES _____ NO _____

IF NO, PLEASE STATE APPROXIMATELY HOW MANY RESIDENTS DO NOT MEET THE DEFINITION, AND PROVIDE DETAIL ON HOW THEY FALL OUTSIDE THE DEFINITION OF "ELDERLY PERSON".

WE HEREBY CERTIFY that the above information is true and correct to the best of our knowledge.

WE HEREBY AUTHORIZE representatives of the Province to audit our tenant records for the purpose of verification of the above statement. Such an audit will take place during daylight hours after receiving twenty-four hours notice.

Signature of Chairperson

Signature of Board Member

Signed at _____ on _____
(town/city) day month year

PLEASE NOTE: SECTION 13.1 OF THE REGULATIONS TO THE ELDERLY AND INFIRM PERSONS' HOUSING ACT, EFFECTIVE NOVEMBER 15, 1997, STATES THAT "NO LICENSE SHALL BE ISSUED UNDER SECTION 27 OF THE ACT IN RESPECT OF AN ELDERLY PERSONS' HOUSING UNIT THAT EXCEEDS THE FOLLOWING FLOOR AREAS, MEASURED FROM THE CENTRE LINE OF THE PARTY WALLS AND THE OUTER SIDE OF THE EXTERIOR OR CORRIDOR WALLS ENCLOSING THE UNIT, BUT NOT INCLUDING ANY BULK STORAGE ROOM:

- a) **IN THE CASE OF A BACHELOR UNIT, 435 SQUARE FEET;**
- b) **IN THE CASE OF A ONE BEDROOM UNIT, 585 SQUARE FEET;**
- c) **IN THE CASE OF A TWO BEDROOM UNIT, 840 SQUARE FEET."**

SECTION 27(2) OF THE E&IPH ACT PERMITS THAT PROJECTS LICENSED PRIOR TO THE NOVEMBER 15, 1997 EFFECTIVE DATE OF THE ABOVEMENTIONED REGULATION WILL CONTINUE TO QUALIFY FOR LICENSING UNDER THE E&IPH ACT, PROVIDED THAT ALL OTHER EIGIBILITY CRITERIA CONTINUE TO BE MET.

PLEASE NOTE: SECTION 14 OF THE REGULATIONS TO THE ELDERLY AND INFIRM PERSONS' HOUSING ACT STATES THAT "NO LICENCE SHALL BE ISSUED UNDER SECTION 27 OF THE 'ACT' UNLESS THE APPLICANT SATISFIES THE MINISTER THAT THE ACCOMMODATION COMPLIES WITH PROVINCIAL HEALTH, FIRE, AND SAFETY REGULATIONS APPLICABLE TO THE ACCOMMODATION TO WHICH THE LICENCE RELATES".

WE HEREBY CERTIFY that the status of the corporation as a Non-Profit Corporation has been established and properly recorded with the Provincial Registrar of Companies, and that the information as documented above is true and accurate.

WE HEREBY CERTIFY that the above referenced Corporation complies with the Provincial and Municipal Health, Fire and Safety regulations applicable to the accommodation to which the E&IPH Licence relates.

Signature of Chairman

Signature of Board Member

Signed at _____ on _____
(town/city) day month year

The Elderly and Infirm Persons' Housing

Manitoba Housing

Introduction

- Enacted in 1959, The Elderly and Infirm Persons' Housing Act (The Act) was originally intended to encourage the development of non-profit housing for low income seniors.
- The Act provided a framework within which a non-profit corporation could construct new, or renovated existing, rental housing to meet the needs of low- income elderly or infirm residents.
- The province provided grants to offset the costs of financing the project, which could be paid out as a one-time lump sum or as an annual amount to offset amortization payments over 50 years.

Introduction Continued

- To further enhance their affordability, Elderly and Infirm Persons' Housing (E&IPH) projects were exempt from school taxes, along with other facilities that met specific community needs, such as hospitals or personal care homes. Elderly housing projects that are licensed under the Act qualifying for an exemption from school taxes under section 23(1)(A) of the Municipal Assessment Act
- When the federal government introduced non profit- housing programs, the incentives provided by the act became redundant. No further grants were committed after 1972
- Buildings have continued to be licensed under the act, to facilitate the continued payment of annual grant payments and to serve as verification to assessment authorities that projects meet the age and income qualifications necessary for the project to be exempted. Licenses are in effect for a three year period.

Definitions

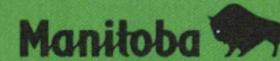
- The project management must certify that the tenants within the project meet the definition for eligible persons that are included within the regulations. The license definition reads as follows:
 - **Elderly Persons:** A single person(or married/ common law partner) of 55 or more years of age, whose annual income (family income) including assistance under the Old Age Security Act does not exceed an amount of equal to five times the annual rental for the accommodation that he/she occupies in an elderly person's housing unit or a hostel.
 - **Infirm Persons:** Means a person 18 years of age or more regardless of income who because of Mental/ Physical disability is certified by a duly qualified medical practitioner as a person unable to provide/care for himself/herself and needs to be under care/ supervision of another person

- Income testing is at move-in; not required after unless income has changed. Proof is required (e.g. tax return)
- Proportioning is limited to the nearest 25% (e.g. if 18% of residents do not qualify, will be rounded to 25%)
- To be deemed "infirm" - would include if a person requires regular (almost 24hour) home care, a letter from a doctor for home care would be reasonable documentation

Application Process

- To be eligible for licensing, units within a project must not be larger than:
 - Bachelor Units → 435 Square feet
 - One Bedroom Units → 585 Square feet
 - Two bedroom Units → 840 Square Feet
- Must be a registered Non-Profit organization
- Management must certify that tenants within the project meet the definition of eligible persons and each tenant must meet the income verification(must not exceed an amount equal to or five times the annual rental for the unit the tenant occupies, (in an elderly persons' housing unit)
- A signed copy of the most recent audited financial statements, annual Balance sheet and Income Statement must be included, when the application form is submitted

- Unit sizes have been grandfathered if license was granted before regulation added
- Square footage is part of the Act, would require a legislative change to adjust.
Have been forgiving on storage space



Licence
Department of Families

Permis
Ministère de la Famille

Licence No. _____

Name of Organization / Nom de l'organisme _____

Mailing Address / Adresse postale _____

Is hereby licenced to operate the premises known as / Le détenteur de ce permis est autorisé à administrer les lieux suivants

Name of building / Nom du bâtiment _____

Address / Adresse _____

As elderly persons' housing units in accordance with the provisions of *The Elderly and Infirm Persons' Housing Act* / À titre de logement pour personnes âgées, conformément aux dispositions de la Loi sur le logement des infirmes et des personnes âgées.

Dated at Winnipeg, this / Exécuté à Winnipeg, _____

This licence expires /
Ce permis est valide jusqu'à la date suivante _____

Minister of Families/ Ministre de la Famille

OFFICIAL LICENCE AND RECEIPT / PERMIS ET REÇU OFFICIELS

As Assessment makes all non-profits institutional → orgs. need to appeal?
→ Only if they don't receive license & apply for license