

Northern Housing Incentive Application Guide



Program Overview

This program provides grant funding to local governments to create a ‘Dollars to the Door’ program that will enhance and support economic development by encouraging new investments in residential housing. As part of Northern Development’s overall strategy to stimulate welcoming and thriving communities, the Northern Housing Incentive program is intended to incentivize private and not for profit developers to construct new market rate and affordable housing units and improve the housing supply in communities where the availability of housing has become a barrier to economic development.

Funding Terms

Local governments are eligible to receive a grant of up to \$10,000 per dwelling created in a multi-unit market housing project to a maximum contribution of \$200,000.

Example: Local Government ‘A’ has secured a developer who wishes to build 10 new townhomes in the community. The local government can then apply for the Northern Housing Incentive Program for \$100,000 (\$10,000/unit). If approved, the grant provided to the local government must be passed along to the developer as a direct incentive upon completion of the development.

Application Intake Periods

Northern Development will receive and approve Northern Housing Incentive applications on a tri-annual basis.

Applications must be received prior to midnight on the [intake deadline day](#) to be eligible for consideration in that funding cycle.

In fairness to all grant applicants, applications that are received after the deadline will be moved to the next funding cycle.

Eligibility

Eligible Applicants

*All applicants must be located within [Northern Development’s service region](#).

- Municipalities
- Regional districts

Eligible Types of Housing

- [Affordable rental or ownership](#)
- [Market rental or ownership](#)

Ineligible Types of Housing

- [Subsidized housing](#)
- [Supportive housing](#)
- [Transition housing](#)
- [Emergency/homeless shelters](#)
- [Retirement homes, nursing homes and assisted living facilities](#)

Project Eligibility

In order to qualify for funding the project shall meet the following criteria;

- The project addresses a specific or multiple needs identified within the community's housing needs assessment.
- Project(s) consist of the construction of a minimum of four new self-contained residential dwelling units
- Self-contained dwelling units may be created in new construction
- Conversion of a commercial/institutional building or other non-residential property into new housing units
- Renovations to existing housing units are ineligible.
- Projects are shovel ready upon confirmation of funding, meaning all necessary bylaw amendments have been completed
- Applications where the community's housing incentive program policy require a developer commitment to the applicable performance requirements of the BC Energy Step Code will receive priority over those that do not
- Construction must be completed, and the occupancy permit awarded, within two years of the approval date
- Projects started prior to notification of funding approval are not eligible, however, Northern Development can provide flexibility on this providing permission is sought prior to the start of construction along with a strong rationale. Waiving of this requirement is considered on a case by case basis and permission to start does not guarantee or imply approval of the grant request.

Application and Program Requirements

All applicants are required to confirm and/or submit the following information. Only applications that meet these requirements will be processed.

- A resolution of support by the respective local government
- Submit a complete Northern Development [Northern Housing Incentive Application Form](#)
- Applicants must submit a draft copy of their housing incentive program policy and associated documents with their application
- Copy of a housing needs assessment that has been completed and adopted by Council within the last five years

Application Assessment

In addition to application and project eligibility criteria, Northern Development considers the following strategic factors when reviewing funding requests:

- Has the community taken any prior steps to attract suitable housing developments?
- Level of alignment between the proposed development and the recommendations included in the community's housing needs assessment
- Has the applicant provided evidence of broad-based support from multiple stakeholders?
- Has the applicant provided a copy of their most recent housing needs assessment report?
- Is the project 'shovel ready' upon approval of Northern Development funding?
- Will the project take place in an unincorporated community or municipality with a population under 1,000?
- Will the project utilize vendor(s) from within the Northern Development region?
- Will the project include accessibility units for people who experience disabilities?
- Will the project contribute to environmental sustainability?

Reporting

Applicants should be aware that there are reporting requirements for this program and should be prepared to meet them.

Approved funds will be disbursed to the local government following the completion of the project supported through the incentive program and submission of required reporting documentation is deemed satisfactory by Northern Development.

- A project is considered complete once a final occupancy permit is issued
- Reporting must be submitted using Northern Development's Northern Housing Incentive Reporting Form along with required attachments
- Grants will be disbursed in one payment upon completion of all units included in the development
- The grant provided to the local government must be passed along to the developer

To Apply

Please review all program documents in detail as incomplete applications will not be reviewed.

Completed application forms with all supplementary materials should be provided electronically to Northern Development by email to info@northerndevelopment.bc.ca

Questions?

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