

Ministry of
Municipal Affairs
and Housing

Ministère des
Affaires municipales
et du Logement



Housing Funding & Risk
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November 2, 2012

Mr. Steve Broadhurst
Supervisor, Infrastructure & Asset Management
Manitoulin-Sudbury District Services Board
210 Mead Boulevard
Espanola, ON P5E 1R9

Dear Mr. Broadhurst

Re: Municipal Infrastructure Investment Initiative: Social Housing Asset Management Program

Thank you for your recent Expression of Interest submission for the Social Housing Asset Management Program. This letter confirms that Manitoulin-Sudbury District Services Board has been approved to receive a total allocation of **\$10,608.00** over 3 years.

Please find enclosed two copies of the Contribution Agreement which outlines the terms and conditions related to funding and the payment process for this program. Please review it carefully, fill in the appropriate information (highlighted in yellow in the agreement) and return the Contribution Agreement to the Ministry. Staff will finalize the Contribution Agreement and return it to you for execution. Please return both fully executed copies back to the Ministry by January 31, 2013.


As indicated in your Contribution Agreement, payments will be issued to each eligible Service Manager in three instalments. Please be advised that your total funding allocation cannot be issued to you in one full payment. Upon Ministry receipt of your Contribution Agreement, Year 1 funding will be deposited into your account within four weeks following the date of the agreement. The payment dates for Years 2 and 3 will be April 2013 and April 2014 respectively. To facilitate the payment process please complete the direct deposit form and return it with your Contribution Agreement.

With respect to annual reporting, the Ministry will provide you with a template for both the annual and final reports which will be due in May 2013, May 2014, and May 2015. This report will describe items and/or activities funded in the previous funding year. The Ministry will ask for a final report to be submitted that will provide an account of all activities and/or items funded by the program in its entirety.

It is understood that the activities that you plan to undertake as stated in your Expression of Interest may change over time. If there is a change to your original plan or if you have any other questions, please contact Erin Mifflin at erin.mifflin@ontario.ca (416) 585-6454 or Drew Goursky at drew.goursky@ontario.ca (416) 585-6478.

The Ministry of Municipal Affairs and Housing appreciates your ongoing attention to ensuring the sustainability of social housing across the province and we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Keith Exance', with a long horizontal flourish extending to the right.

Keith Exance
Director,
Housing Funding and Risk Management Branch

Copy: Cindy Couillard, Team Lead, Municipal Services Office

Attachment: Contribution Agreement
Direct Deposit Form