

## **Housing Accelerator Fund Modular and Manufactured Housing Grant (hereinafter referred to as the “Program”)**

### **1. Purpose**

The City of Fredericton’s Housing Accelerator Fund (HAF) Modular and Manufactured Housing Grant program (the “Program”) provides grants to facilitate the use of modular or manufactured construction for new rental or home ownership units. It is intended to further reduce the cost of construction for new housing units and provide an opportunity to further grow the missing middle housing option. Both non-profit and private sector developers as defined below are eligible for funding under the Program subject to Program guidelines.

By “jump starting” the use of new modular housing through funding, it will provide opportunities to have a quick, repeatable, and scalable solution and form a larger part of Fredericton’s housing solution. It is consistent with the Municipal Plan and forms an opportunity to see several of the City’s HAF initiatives implemented more quickly with the use of manufactured or modular form housing.

During the three-year Canada Mortgage and Housing Corporation (CMHC) Housing Accelerator Fund (HAF) program (2024-2026), subject to receipt of annual funding, additional grants of up to \$20,000 per unit for projects receiving funding under other HAF initiatives will be available.

For projects not receiving funding under other HAF initiatives grants of up to \$10,000 per unit will be available.

The Director of Planning and Development, or designate, is responsible for administering this Program including approving projects receiving funding and determining the grant amounts of each successful project.

### **2. Definitions**

**Non-Profit Developer** means a charitable, or non-profit organization or corporation, or housing cooperative, where no part of the income is payable to, or otherwise available for, the personal benefit of any proprietor, member, or shareholder.

**Private Sector Developer** means any developer or person that provides housing that does not fit within the definition of a Non-Profit Developer.

### **3. Available Grant Amount**

The maximum grant per unit is \$20,000 for projects receiving funding under other HAF initiatives.

The maximum grant per unit is \$10,000 for projects not receiving funding under other HAF initiatives.

The maximum grant per unit is \$5,000 for projects receiving funding under the Housing Accelerator Fund Missing Middle Intensification (Infill and ADU) grant program.

**Funding for a maximum of 10 units per application is available.**

#### **4. Eligibility Requirements**

Eligible groups include those who have been approved under other HAF programs as well as non-profit or private sector developers creating new rental or home ownership units who have not received funding under other HAF initiatives.

For projects that have not received funding under other HAF programs, the following eligibility criteria apply:

- Projects must be located in the City of Fredericton but projects within the Urban Core (City Centre, North and South Core) and the New Neighbourhoods will be prioritized.
- Projects must be connected to municipal water and sanitary sewer services.
- This Program prioritizes projects that are shovel ready but acknowledges that applicants must often seek funding commitments early in the project development process.
- Projects must create net new rental units or home ownership units; renovations of existing rental units are not eligible.
- Rental projects must offer long term tenancies – more than six (6) months.
- Student apartment-style housing will be considered – units must be self-contained with kitchen, living space and private bathrooms.
- Applicants must be the owner of the land; have an agreement of purchase and sale or have entered into a long-term land lease agreement (greater than twenty (20) years).
- The proposed project must comply By-law No. Z-6, A By-law to Adopt a Municipal Plan for the City of Fredericton, as amended, and By-law No. Z-5, A Zoning By-law for the City of Fredericton, as amended.
- Only developments that have applied for a building permit after the December 12, 2023 signing of the Housing Accelerator Fund Contribution Agreement between CMHC and the City of Fredericton are eligible for grants.
- If a building permit is not submitted with the application, the applicant must participate in a pre-application meeting with the City of Fredericton and obtain a building permit within nine (9) months.

Manufactured/Modular housing used for these projects must be new. Previously owned or used units are not eligible.

#### **5. Submission Requirements**

Applicants with approval under another HAF program must complete an application form (Appendix A) and attach a copy of the approval letter.

Applicants with projects not receiving funds under another HAF program must complete the Appendix B Application form and attach the required documents set out in the application form.

#### **6. Disbursement Process**

For projects approved under other HAF programs, payments will be disbursed as set out in the program descriptions.

For applicants who have not received funding from other HAF programs, grant funds will be disbursed as follows:

- Fifty percent (50%) once the foundation is complete and confirmation is received that the project is under construction; and
- Fifty percent (50%) once the project is completed and a final building inspection by the City of Fredericton is completed, the results of which being acceptable to the City
- All payments will be made by direct deposit only

The number of applications funded will depend on availability of HAF funding.

Funding for the grant is dependent on receipt of federal funding for the HAF. The grant may be cancelled at the sole and absolute discretion of the Director of Planning and Development where the HAF funding is depleted or revoked.

## **7. Contact Information**

Affordable Housing Development Coordinator  
housing@fredericton.ca

## Appendix A

### Housing Accelerator Fund Modular and Manufactured Community Housing Development Grant Application Form

#### SECTION 1 – Applicant Information

Name of Applicant \_\_\_\_\_

Legal Name of Applicant (if different) \_\_\_\_\_

Contact Person Name \_\_\_\_\_ Position \_\_\_\_\_

Person authorized to legal bind / sign documents on behalf of the entity: \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

Postal Code \_\_\_\_\_

#### SECTION 2 – Documents to attach:

HAF Program approval letter

Name and address of the modular/manufactured home provider.

Confirmation that all units are new and meet CSA Standard Z-240 and Z-240-16.

#### **CERTIFICATION**

The Applicant acknowledges, accepts, and certifies that it will comply with and abide by the terms and conditions of the Program being the City of Fredericton's Housing Accelerator Fund Modular and Manufactured Housing Grant.

The Applicant certifies that it has read and understands the requirements of the Program and that the Applicant's proposed project meet such requirements.

The Applicant certifies that that information contained in this Application Form is true, correct, and complete and that it may be verified by the City of Fredericton.

The Applicant further acknowledges and agrees that the Program is subject to cancellation and/or change at any time by the City of Fredericton, in its sole and absolute discretion.



Dated at the City of Fredericton, this \_\_\_\_\_ (day) of \_\_\_\_\_ (month),  
\_\_\_\_\_ (year).

\_\_\_\_\_  
Name of Owner or Authorized Agent

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Owner or Authorized Agent

☐ I have the authority to sign on behalf of the organization named below

\_\_\_\_\_  
Name of Organization

**Submit the completed application and attachments via email to: [housing@fredericton.ca](mailto:housing@fredericton.ca)**

## Appendix B

### Housing Accelerator Fund Modular and Manufactured Community Housing Development Grant Application Form

**Note:** All sections must be completed, and all required documents attached before the application can be reviewed. The application should be sent to [housing@fredericton.ca](mailto:housing@fredericton.ca)

#### SECTION 1 – Applicant Information

Civic Address of the Project \_\_\_\_\_

Property ID (PID): \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Person authorized to legal bind / sign documents on behalf of the entity: \_\_\_\_\_

Charitable Registration No. (if applicable): \_\_\_\_\_

Organization Type: ☐ Non-profit organization  
☐ Other incorporated entity

Non-profit organization/private developer: \_\_\_\_\_

Are you the legal owner of the property? ☐ Yes ☐ No – Please indicate the legal owner's contact information below

Owner: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

#### The following documents must be attached to your signed Application Form:

- a. Cover letter
- b. Details on the number of units and the unit mix.
- c. Description of the proposed development.
- d. Project schedule.
- e. Target market – e.g., singles, families, seniors
- f. Name and address of the modular/manufactured home provider
- g. Confirmation that all units are new and meet CSA Standard Z-240 and Z-240-16.

## CERTIFICATION

The Applicant acknowledges, accepts, and certifies that it will comply with and abide by the terms and conditions of the Program being the City of Fredericton's Housing Accelerator Fund Modular and Manufactured Housing Grant.

The Applicant certifies that it has read and understands the requirements of the Program, and that the Applicant's proposed project meet such requirements.

The Applicant certifies that that information contained in this Application Form is true, correct, and complete and that it may be verified by the City of Fredericton.

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Dated at the City of Fredericton, this \_\_\_\_\_ (day) of \_\_\_\_\_ (month),  
\_\_\_\_\_ (year).

\_\_\_\_\_  
Name of Owner or Authorized Agent

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of Owner or Authorized Agent

☐ I have the authority to sign on behalf of the organization named below

\_\_\_\_\_  
Name of Organization

**Submit the completed application and attachments via email to: [housing@fredericton.ca](mailto:housing@fredericton.ca)**



**FOR LOCAL GOVERNMENT USE ONLY**

**To be completed by City of Fredericton staff**

Application Number: \_\_\_\_\_

The application is/is not approved in the amount of \$ \_\_\_\_\_ payable to  
\_\_\_\_\_.

\_\_\_\_\_  
Director of Planning and Development (or designate)

Date: \_\_\_\_\_, 2\_\_\_\_