

# Corporate Policy & Procedure



## Appendix 1

**Draft Only – March 11, 2022**

**Policy Title: Development Charge Grants for Eligible Non-Profit Developments**

**Policy Number: [Policy No.]**

Section: **Community Development**

Effective Date: **[Effective Date]**

Approved by:

**Click here to enter text.**

Subsection: **Development Charges**

Last Review Date: **[Last Review]**

Owner Division/Contact:

**Financial Strategies, Finance Division,  
Corporate Services Department**

## Policy Statement

Development charge grants are approved and processed in accordance with this policy. The grant program supports vital community care and infrastructure provided for vulnerable populations in the community.

## Purpose

Development charge grants provide financial assistance equivalent to City of Mississauga development charges paid for the development or redevelopment of Non-profit Long-Term Care Homes, Hospices, Shelters and Transitional Housing.

The purpose of this policy is to outline the eligible Non-profit developments and administration of the grant program.

## Scope

This policy applies to the following eligible Non-profit developments:

- Long-Term Care Homes
- Hospices
- Emergency Shelters
- Transitional Housing

## Legislative Authority

This policy is in accordance with the *Municipal Act, 2001*, as amended, which authorizes the City to govern their affairs as it considers appropriate.

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## Definitions

For the purpose of this policy:

“City” means the Corporation of the City of Mississauga.

“Emergency Shelter” means a facility designed to meet the immediate needs of households/ persons in need of housing on a temporary basis and that is owned by or funded by a Public Authority.

“Hospice” means a building or structure intended to provide end of life care, in accordance with O. Reg 454/19, s. 3 (1).

“Long-term Care Home” means a place that is licensed as a long-term care home under the *Long-Term Care Homes Act*, S.O. 2007 c.8, as amended or any successor thereto, and includes a municipal home, joint home or First Nations home approved under Part VIII of the *Long-Term Care Homes Act*, S.O. 2007 c.8.

“Non-profit” means a corporation to which the *Canada Not-for-profit Corporation Act*, S.C. 2009, c. 23 applies and that is in good standing under the Act; or a corporation without share capital to which the *Canada Not-for-profit Corporation Act*, S.C. 2009, c. 23 applies, and that is in good standing under the Act.

“Public Authority” means The Corporation of the City of Mississauga, The Regional Municipality of Peel, the Province of Ontario and/or the Government of Canada.

“Transitional Housing” means temporary accommodation that is owned by or funded by a Public Authority consisting of dwellings, units or sleeping rooms, or both, which may include the provision of support services.

## Administration

The development charges (DC) grant program for eligible Non-profit developments is administered by the Finance Division, Corporate Services Department, in accordance with this policy.

Applicants pay the full DC amount owing on the associated eligible Non-profit development, in accordance with the current City of Mississauga Development Charge By-law. The City portion of the paid DCs will be reimbursed to the payee(s) no later than 60 business days from building permit issuance.

If the applicant does not have the funds to pay the City’s portion of the DCs, Finance staff, at the discretion of the Commissioner of Corporate Services, will consider entering into a deferral agreement with the applicant.

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**Grant Amount**

The grant amount will be equal to 100 per cent of the City’s portion of the DCs paid on the associated Non-profit development.

Any changes to the DCs owing after payment of the grant will be adjusted to or from tax revenue.

**Program Funding**

The DC grant program for eligible Non-profit developments is funded by the Incentive Program Reserve. Finance will review this reserve annually to assess it.

Council approval of the grant program budget is required and will be reviewed annually as part of the budget process. The grant program may be cancelled at Council’s discretion.

**Application Process**

Grant applications, including all required supporting information/documentation, must be to the satisfaction of the Finance Division and submitted no later than 30 business days from building permit issuance. Building permits issued prior to the effective date of this policy are not eligible for this grant. Information on the DC grant program, including the application form, is available on the City’s external website.

The City may require information in addition to that submitted with the application in order to validate the eligibility of the DC grant for Non-profit developments. If the information as requested is not provided by the specified deadline, the City will consider the application incomplete and no grant will be provided.

**Revision History**

Reference	Description
Enter previous review - e.g. GC-1234-2015	Click here to enter text.