



Notice

No: 07-01

APPLICABLE TO:**DATE: March 5, 2007**

<input checked="" type="checkbox"/>	Municipal & Private Non Profit
<input checked="" type="checkbox"/>	Co-operatives
<input type="checkbox"/>	Federal Non Profits
<input type="checkbox"/>	OCHAP/CSHP
<input type="checkbox"/>	Rent Supplement

<input checked="" type="checkbox"/>	Mandatory
<input type="checkbox"/>	For Information

SUBJECT: Annual Information Return for 2006 and Guide

Background

With the introduction of the new funding model in 2006, all provincial co-operative and non-profit housing providers had their budgets renewed based on Benchmarks. In November 2006, NRH released copies of the revised Annual Information Return (*NRH Notice 06-11*) developed by the Province in 2002.

On January 31, 2007, the Province issued Release 2: Guide to Annual Information Return and accompanying Guide.

The 2006 Annual Information Return and accompanying Guide (Release 2) can be obtained from our website at www.nrh.ca under "Forms" in the Housing Provider section. If you do not have access to the internet, you may contact Paula Silta at (905) 682-9201 ext. 3917 to obtain an electronic or hard copy.

As a reminder, your annual financial submission must include:

1. Audited Financial Statements
2. Annual Information Return (AIR)
3. Accountant's Report on Applying Specified Auditing Procedures in respect of the Annual Information Return, and accompanying appendix.
4. Auditor's Report on the Corporation's Financial Statements.

Implementation

The Annual Information Return for 2006 (Release 2) must be used by all non-profit and co-operative housing providers.

Service Manager's Role

Niagara Regional Housing will review and reconcile the year-end financial reports to ensure compliance with *The Social Housing Reform Act, 2000* and associated regulations.

Housing Provider's Role

Housing Providers are required to complete and submit the 2006 AIR (Release 2) by the established due dates for their fiscal year beginning in 2006.

If you have any questions regarding the 2006 year-end financial reporting requirements, please contact Donna Mino at (905) 682-9201 ext. 3943 or by email at donna.mino@regional.niagara.on.ca.

If you have any other questions or concerns regarding this notice, please contact your Housing Administrator at (905) 682-9201.

(Original signed by Lora Beckwith)

Lora Beckwith, General Manager