



# Notice

Number: 07-06

---

**APPLICABLE TO:****DATE: May 22, 2007**

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

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

---

**SUBJECT: Housing Provider Requests for Benchmark Change****Background**

Under the *Social Housing Reform Act, 2000 (SHRA)*, sections 104(1) and 107(1), the Minister has the authority to set benchmarks to establish ongoing housing provider subsidy levels payable by service managers.

The *SHRA* also includes a provision that allows for a change to these benchmarks where the Minister and the housing provider agree. All housing providers were given an opportunity to request a change to their benchmarks through the Benchmark Change Request Process in the winter of 2005/06.

**Process**

The Ministry of Municipal Affairs & Housing (MMAH) has developed an Ongoing Benchmark Change Request Process. The Ongoing Benchmark Change Request Process allows providers to request a further change to their benchmark, if there has been a change in operational circumstance since the benchmark was issued. A change in operational circumstance should be significant and long-term in nature. An example of a significant change is as follows:

- A provider's non-rental revenue benchmark has changed due to the loss of a significant antenna contract, or if a provider will no longer be able to charge for parking spaces.

*Please note that a benchmark change request does not include inflationary increases in utilities.*

Housing providers who wish to submit a benchmark change request to the Ministry should complete the attached *Request for Changes to Final Benchmark* form. This form is also available on the Ministry's website.

**Housing Provider's Role:**

Housing providers are required to complete the form and provide appropriate documentation (such as financial statements) to support their change in operational circumstances and forward it to the Ministry. Niagara Regional Housing is to be copied on all benchmark change requests submitted to the Ministry. Please forward a copy of your benchmark change request to your Housing Administrator.

The Ministry will respond to benchmark change requests within 30 calendar days, once the complete information is received.

**Service Manager's Role:**

NRH will review housing provider requests and provide comments to the Ministry as required.

For further information on benchmark change requests, please contact Terry Pearce, at (416) 585-7349 or by email to [terry.pearce@ontario.ca](mailto:terry.pearce@ontario.ca).

---

Lora Beckwith, General Manager

Enclosure: Request for Changes to Final Benchmark Form