

Guelph's Affordable Housing Community Improvement Plan (CIP) Program Intake Form

Please drop off, mail or email your completed application to:

City of Guelph
Planning Department
Attn: Community Improvement Plan Program
1 Carden Street
Guelph, ON N1H 3A1

For more information, or to request this form in an accessible format contact:

affordablehousingcip@guelph.ca

(519) 837-5616

TTY: 519-826-9771

Collection of Information

The information you provide will be used to confirm your eligibility and evaluate your application, administer Guelph's Affordable Housing Community Improvement Plan (CIP) Program, and communicate with you regarding related matters.

Personal information, as defined by Section 2 of the Municipal Freedom of Information and Protection of Privacy Act ("MFIPPA"), may be collected on this form to facilitate participation in this program. Such Personal Information is collected under the authority of the Municipal Act, 2001, and in accordance with the provisions of MFIPPA. By completing and submitting this form, you consent to the collection of this information and its use to facilitate your participation in this program, including verification of your eligibility to participate and evaluate your application.

For questions regarding the City of Guelph's collection, use and disclosure of this information, please contact the City's Information and Access Coordinator by phone at 519-822-1260 extension 2349 or email privacy@guelph.ca

Have you read through the Affordable Housing CIP Program Document:

Yes No

View the [CIP Program Document](#)

Which CIP Program are you interested in:

Note that construction work that has already started will not be covered by the Affordable Housing CIP Grant

- A) Vacant Unit Renewal Grant
- B) New Affordable Housing Unit Grant
- C) Additional Dwelling Unit Grant

Stream A – Homeowner

Stream B – Project/Developer

Contact Information

Full Name:

Business Name (if applicable):

Email Address or Phone Number:

Are you the property owner? Yes No

Does the owner reside at this address? Yes No

Property Information

Address

Proposed Project

Briefly describe your project: Please include the type of building and number of units on the property, number of units proposed, and what your plans are to create affordable housing.

If an existing building renovation, what is the current building condition (such as state of repair, major structural issues, etc.):

Describe any development applications that have already been submitted for this property or project (including site plan application, zoning by-law amendment, building permit, etc.) Please indicate the staff person's name you have been in contact with:

Have you applied for any other financial incentives for any other level of government or under any other applicable CIP for the proposed works? If yes, please list the funding and required timelines for those additional funding streams:

Are you working with a consultant or architect on this project? If yes, name of architect or consultant?

Accessibility

As part of the CIP, the City of Guelph also wants to create more accessible housing. A house that is designed and constructed with accessibility in mind will be safer and more accommodating to the diverse range of ages and abilities of people who live in and visit these homes. The City of Guelph is providing additional funding for certain accessible design features, as listed in the Affordable Housing Community Improvement Plan Program Document as part of two of the CIP Programs.

Are you interested in including accessible features to the unit?

Yes

No

Project Timeline

The Vacant Unit Renewal Grant and the Additional Dwelling Unit Grant are funded by the Housing Accelerator Fund. Requirements under the CIP Program Document include building permit approval by December 2026 to receive funding, applications must be received no later than August 31, 2026. Proposed works are to be completed within 18 months from building permit approval to the satisfaction of the City's Building division.

Proposed timing to begin construction?

Proposed timing to complete the project?

Affordability

Units receiving funding under the Vacant Unit Renewal Grant OR the New Affordable Housing Unit Grant must commit to ensuring the rental rates or affordable ownership rates remain at or below the Provincial Affordability Benchmark for a minimum of 25 years. Units receiving funding under the Additional Dwelling Unit Grant must be committed to a minimum of 15 years. Participating in the program requires annual reporting of ownership/rental prices being charged.

The City of Guelph utilizes the [Affordable Residential Units Provincial Bulletin](#) to determine affordability rates (Table 1). This Bulletin sets out the market-based and income-based thresholds to determine affordability, with the lower of the two approaches used as the benchmark for each year.

The Legal Agreement drafted between the applicant and the City will provide full information on your legal responsibilities for participating in this program.

Table 1: 2025 Maximum Affordable Rents and Ownership Price – Excluding Utilities

Bachelor Unit	1-Bedroom Unit	2-Bedroom Unit	3-Bedroom + Unit	Ownership Price
\$1,271	\$1,598	\$1,740	\$1,935	\$407,100