

## COMMUNITY HEALTH AND SOCIAL SERVICES HUBS

### ELIGIBLE APPLICANTS

Non-profit organizations in Ontario that own or operate or are planning to own and operate a community health and social services hub may apply for an Infrastructure Ontario Loan for capital expenditures. To qualify as a community health and social services hub, the project must include at least one of each of the following types of organizations within it:

A Community Health Organization, such as:	A Social Services Organization/Agency Funded by:
<ul style="list-style-type: none"> <li>• Community Health Centre</li> <li>• Aboriginal Health Access Centre</li> <li>• Mental Health and Substance Abuse Centre</li> <li>• Supportive Housing</li> <li>• A board of health for a health unit</li> </ul>	<ul style="list-style-type: none"> <li>• Ministry of Community and Social Services</li> <li>• Ministry of Citizenship and Immigration</li> <li>• Ministry of Child and Youth Services</li> </ul>

The following is a more definitive explanation of eligible organizations:

### COMMUNITY HEALTH ORGANIZATION

- a) An approved agency, within the meaning of the *Home Care and Community Services Act, 1994* that is funded by the Ministry of Health and Long Term Care to provide personal support services and homemaking services as part of a supportive housing program:
- b) A health service provider described in paragraph 8 of the definition (i.e., approved under Home Care and Community Services Act) in the *Local Health System Integration Act, 2006* that:
  - i) receives funding from a LHIN to provide, as part of a supportive housing program, personal support services within the meaning of the *Home Care and Community Services Act, 1994* and homemaking services within the meaning of the *Home Care and Community Services Act, 1994*, and;
  - ii) has entered into a services accountability agreement with the LHIN
- c) A health service provider described in paragraph 9 and 10 (i.e., community health centre, mental health and addictions) in the *Local Health System Integration Act, 2006* that:
  - i) receives funding from a LHIN; and
  - ii) has entered into a service accountability agreement with the LHIN
- d) A board of health for a health unit under the Health Protection and Promotion Act
- e) An Aboriginal Health Access Centre listed under Ontario Regulation 210/11

### SOCIAL SERVICES ORGANIZATION

- a) Services provided by an agency, organization or corporation that receives funding, either directly or indirectly:
  - i. From the Ministry of Children and Youth Services under the Child and Family Services Act, under the Health Protection and Promotion Act or under an agreement made under the Ministry of

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Community and Social Services Act; or ii. From the Ministry of Community and Social Services under an agreement made under the Ministry of Community and Social Services Act

- b) Services provided by:
- i. A service agency, within the meaning of the *Services and Supports to Promote the Social Inclusion of Persons with Developmental Disabilities Act, 2008* or a corporation or other entity that is designated as an application entity under that Act; or
  - ii. A service agency, within the meaning of the *Services and Supports to promote the Social Inclusion of Persons with Developmental Disabilities Act, 2008*, with whom the Minister of Community and Social Services has entered into a written agreement to fund the service agency
- c) Services provided by a corporation or another entity that is designated as a funding entity under the *Services and Supports to promote the Social Inclusion of Persons with Developmental Disabilities Act, 2008*
- d) Newcomer settlement services provided by a voting member of the Ontario Council of Agencies Serving Immigrants

### ELIGIBLE PROJECTS

Infrastructure Ontario's Loan Program provides affordable long-term financing for all capital expenditures. Financing is not available for working capital needs. The possible projects that may require loans include rehabilitation of facilities, new construction, accessibility and energy efficiency projects, acquisition of a facility, or acquisition of medical equipment.

### ONLINE APPLICATION PROCESS

- Register for a username and password by contacting an Infrastructure Ontario Loan Officer at 1-800-230-0937.
- The following documents will need to be provided to Infrastructure Ontario to obtain a username and password:
  - Articles of Incorporation/Letters Patent
  - Documentation showing corporate structure which demonstrates that the organization is a community health service and social services hub
  - Documentation showing that the organization owns or operates or is planning to own or operate a "hub" from which community health services and social services are provided.
  - Documentation confirming there is a funding agreement from the LHIN for the community health service provider
  - Documentation confirming there is a funding agreement showing there is funding in place for the eligible Ministry if it is a social service provider
  - Description of the intended use of the Infrastructure Ontario financing which must be for infrastructure purposes, if available
- A user name and password will be e-mailed after Infrastructure Ontario has verified the registration information. All applicable forms and templates are available within the Webloans application.
- Complete an online application form
- Submit application

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### TERMS AND RATES

Clients may select repayment terms of 5 to 25 years; but in any event, the repayment period must not exceed the expected life of the capital asset or the license term. The loan interest rate varies with the term of the loan (i.e., a 10 year loan term would have a different rate than a 25 year loan).

Clients seeking long-term financing terms longer than 25 years for amounts greater than \$25 million should contact Infrastructure Ontario for more information.

Borrowers can access our lending rates by contacting their Relationship Manager who will provide an indicative rate, as well as answer any financing questions. Loan applications are subject to pricing based on the borrower's market sector.

Infrastructure Ontario reserves the right to withdraw applications if they become inactive for more than one year after the date of submission.

### LEGAL AND CREDIT REVIEW

Once the application is complete and has been submitted, Infrastructure Ontario will undertake a legal and credit review. Infrastructure Ontario relies on data obtained from financial statements and other materials provided as part of the application process to complete the reviews.

A legal review is conducted to ensure that the borrower has the requisite authority to borrow from Infrastructure Ontario. Any pending, existing or threatening litigation that may impair the borrower's ability to meet its debt obligations is also reviewed.

A credit review assesses each borrower's ability to repay the loan. More specifically, the Borrower will need to provide a business case which addresses risks under the following headings:

- Project construction
- Past and future financial performance
- Management and governance
- Sustainability of the business model
- Legal structure and security
- Other encumbrances and environmental risks

Once the reviews are complete and approved, applicants will be notified.

### FINANCING AGREEMENT

After the Legal and Credit review have been completed, a Financing Agreement will be drafted by Infrastructure Ontario for review and execution by both parties.

After the Financing Agreement has been executed and expenditures have been incurred, a short-term advance may be requested. Or, if the project is substantially complete, clients may wish to begin the long-term financing process. Amounts taken as short-term advances are typically converted to a long-term promissory note upon completion of the project.

### TYPES OF FINANCING

#### *Long-Term Financing*

The client shall issue a long-term promissory note to Infrastructure Ontario for up to the approved amount of the loan as per the Financing Agreement on an agreed upon date. The promissory note specifies when principal and interest payments are due. The interest rate is fixed for the committed term of the loan. Long-term financing conversions will close on the 1st and 15th of every month.

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Infrastructure Ontario offers both a mortgizing and serial long-term financing options to clients. With a mortgizing promissory notes, borrowers pay equal amounts of blended principal and interest on each payment date. Alternately, with serial promissory notes, borrowers pay equal amounts of principal on each payment date and interest is calculated on the declining balance.

### *Short-Term or Construction Financing*

Short-term (construction) financing is available to clients during the construction period of an approved project based on incurred costs. Interest is calculated and payable monthly on the 1st day of each month based on the applicable short-term rates. Short-term advances are processed on the 1st and 15th of every month and Infrastructure Ontario requires five business days' notice to process a payment.

**Note:** Proceeds of the loan are advanced after a Financing Agreement has been executed and expenditures have been incurred.

### **DEFAULT**

In the event that a borrower misses a scheduled payment, penalty interest will be charged on the amount outstanding. Infrastructure Ontario has the right, at its discretion, to terminate the Financing Agreement if a borrower remains in default of its obligations.

In addition, in the event of a default Infrastructure Ontario is authorized to request the Minister of Finance to intercept, on Infrastructure Ontario's behalf, certain amounts payable to the borrower by the Province.

### **PROJECT MANAGEMENT REPORTING REQUIREMENTS**

To help ensure the effective and efficient delivery of projects financed (in whole or in part) with funds from the Loan Program, Infrastructure Ontario has established reporting requirements for capital construction projects only. Loan clients are responsible for submitting project reports according to the Estimated Project Start Date as indicated in their online application and Financing Agreement.

More detailed Project Management Reporting Requirements may be found within the online application.

### **CONTACT INFORMATION**

If you have any questions regarding Infrastructure Ontario's Loan Program or would like clarification on guidelines or eligibility, please visit us online, or contact an Infrastructure Ontario representative any time.

Toll-free Telephone: 1-800-230-0937  
Email: [loans@infrastructureontario.ca](mailto:loans@infrastructureontario.ca)