

November 7, 2023

Ms. Tammy Menssa
 Chief Administrative Officer
 North Peace Housing Foundation
 6780 103 Ave.
 Peace River, AB T8S 0B6

Dear Ms. Menssa:

We are pleased to provide you with one-time operating reserve funding that can be placed directly into your Deferred Operating Reserve Fund (DORF) account. These funds can be utilized for your social housing operating needs should your deficit funding be insufficient in the current and future years. This reserve is only available for your social housing portfolio and is not applicable to other housing programs.

The ASHC recognizes the importance of the contribution from the Government of Canada to the social housing programs in Alberta. The funding provided in the Canada Community Housing Initiative is part of the National Housing Strategy and provides funding to improve housing affordability.

For more information on the Canada Community Housing Initiative and the National Housing Strategy, please visit: <https://www.cmhc-schl.gc.ca/en/nhs>.

Deferred Operating Reserve Fund (DORF)

The DORF account, where the funds will be directly placed, is the same account that approved surplus carryovers from prior years are initially recorded and will be used in tandem with the operating reserve.

Our 2023 contribution to your DORF account is based upon the total number of eligible community housing units and seniors self contained units within your housing portfolio. The reserve contribution rate is **\$250** per unit.

Total Eligible Units	285
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DORF Contribution	\$ 71,250
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Usage of DORF funds

Guidelines for withdrawals from your DORF account are as follows:

- Withdrawals are for eligible operating expenses as related to your community housing and seniors self-contained units, as applicable.
- On the *Changes in Deferred Operating Reserve Schedule* within your audited financial statements including brief detail on the use of the funds.
- The amount spent must be recorded on your *Statement of Operations* in both the revenue account “430040 – ASHC – Grants for Restricted Purposes” and in the related “expenditure” account.
- Remaining unspent balance remains held within the DORF account are not returned to the Alberta Social Housing Corporation.
 - Note the treatment of the operating reserve differs from the treatment of approved surplus carryovers. Unspent carryovers are still required to be returned to the ASHC if not fully spent for its approved use.

We appreciate your continued efforts in providing meaningful information within your business plans, discussions with your Housing Advisors and other means including roundtables. This detailed information is important as we work with you on determining the operating needs and requests for additional funding to support our housing providers.

Your organization will not make any announcements about the DORF without the prior written consent of ASHC. And you agree that ASHC's participation is required for any official event in respect of the DORF.

If you have any questions or concerns regarding the use of the DORF funding, please contact your Housing Advisor.

Yours truly,



Philip Henke, CPA, CGA
Director
HMB Operations and Compliance
Housing Division

cc: Ms. Hazel Reintjes, Board Chair, North Peace Housing Foundation
Ms. Dora Fitz, Housing Advisor