



Meet with a Housing Representative during the Application Period.

Applicants will be invited to **submit a completed application package** to the Housing Representative during the Application Period.

Applications are **reviewed** by the Project Review Committee.

Applicants may be asked to **provide clarifications**.

The Selection Committee may **make recommendation** to Council for consideration.

Council will make **decisions** on grant funding approvals.

Applicants may be asked to **provide additional information** and **answer questions** at Council or Committee meetings.

Following approval of required documentation, the City and the Applicant will **enter into a Affordable Housing Grant Funding Agreement** to be registered as a caveat on title.

Reimbursement funding of (100%) will occur upon **registration of an Affordable Housing Grant Funding Agreement caveat on title** and the Applicant has submitted required documentation to confirm ownership of land and building, cost of construction, and **completion of development**.

Visual inspection by a City representative is required.

Annual Monitoring will be ongoing for the term of the Affordable Housing Grant Funding Agreement.

The applicant is responsible for **submitting required documentation** to the City for review, at the applicant's sole expense.