

SSRF Phase 5 Capital RFP Submission Checklist

Service Provider Organization: _____

This Checklist MUST appear at the FRONT of your completed Proposal

SERVICE PROVIDER ORGANIZATION:	Yes	No
Is an Indigenous Non-Profit	<input type="checkbox"/>	<input type="checkbox"/>
Board of Directors is comprised of a majority of Indigenous Directors. Attach list of Board of Directors members that includes Indigenous self-identification	<input type="checkbox"/>	<input type="checkbox"/>
Is incorporated (or in the process of incorporating) under the laws of the Province of Ontario or under the <i>Canada Not-for-profit Corporations Act</i>	<input type="checkbox"/>	<input type="checkbox"/>
Has its registered and chief executive/head offices within the Province of Ontario outside of the Greater Toronto Area (GTA)	<input type="checkbox"/>	<input type="checkbox"/>
Has capacity to develop and deliver housing for Indigenous people in service area	<input type="checkbox"/>	<input type="checkbox"/>
Hiring policies demonstrate the use of the talent, skills, and experience of the Indigenous community	<input type="checkbox"/>	<input type="checkbox"/>
DOES YOUR PROPOSAL:	Yes	No
Correspond to the goals and objectives of the SSRF Phase 5 program?	<input type="checkbox"/>	<input type="checkbox"/>
Provide evidenced-based justification for the proposed SSRF Phase 5 project?	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrate the needs of Indigenous peoples living off-reserve in a specific community or area in Ontario, via evidence-based materials (e.g., needs assessments, environmental scans, reports, and waiting lists)?	<input type="checkbox"/>	<input type="checkbox"/>
Confirm that your project will continue to be used for its intended purpose for 10 years for New Facilities or 5 years for Upgrade/Retrofit?	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrate use of energy efficient features in building design and technology that exceeds current Ontario Building Code (OBC) standards? This includes reducing greenhouse gas emissions.	<input type="checkbox"/>	<input type="checkbox"/>

SOCIAL SERVICES RELIEF FUND (SSRF) PHASE 5 CAPITAL FUNDING

Provide an action plan to hire Indigenous Apprentices and Employees in the construction or renovation phase of your development?	<input type="checkbox"/>	<input type="checkbox"/>
For New Facilities only, indicate the readiness of your development? New developments should be "ready to go".	<input type="checkbox"/>	<input type="checkbox"/>
Indicate how, if project(s) is comprised of partnerships with non-Indigenous organizations, the Indigenous organization is the project lead and holds the majority for decision-making purposes, either by agreement or by Board resolutions provided at the time of application. If applicable, a non-Indigenous organization would be required to transfer the asset (property) to the Indigenous organization partner.	<input type="checkbox"/>	<input type="checkbox"/>
Explain inclusivity of people who self-identify as being First Nation, both status and non-status?	<input type="checkbox"/>	<input type="checkbox"/>
Explain inclusivity of people who self-identify as Métis?	<input type="checkbox"/>	<input type="checkbox"/>
Explain inclusivity of people who self-identify as Inuit?	<input type="checkbox"/>	<input type="checkbox"/>
Identify how you will be promoting the support services to those who identify as First Nation, status and non-status, Métis, and Inuit?	<input type="checkbox"/>	<input type="checkbox"/>

REQUIRED ATTACHMENTS

- Signed** Letters Patent
- Signed** Corporation's Constitution and By-Laws
- Signed** Latest audited financial statements
- Signed** Corporation's Hiring Policies
- Management Letters from Auditor(s) for **last three years**. Must be able to show financial feasibility and any issues have been remedied
- Board of Directors or Management Responses to Management Letters from Auditors (if applicable)
- List of Board of Directors members that includes Indigenous self-identification.
- Completed RFP Template
- Contact information or a reference from a major partner
- Partnership Commitment letter(s), financial or in-kind, if applicable
- 10 Year Projected Cash Flow Operating Budget (included as link in RFP template)
- Capital Budget (included as a link in RFP template)

SOCIAL SERVICES RELIEF FUND (SSRF) PHASE 5 CAPITAL FUNDING

- Conditional Agreement of Purchase and Sale (APS), if applicable
- Copy of Registered Charge (proof of ownership), if applicable

This checklist is provided as a summarized tool to help Service Providers prepare their submission. Requirements are fully outlined in the Program Guidelines and the RFP document as applicable. If you have any difficulty with this checklist, please contact us as soon as possible.

ATTENTION: Your RFP and all attachments must be emailed to ishp@oahssc.ca

Name: _____

Authorized Signing Authority

Signature: _____

Date: _____