

NUNAVUT HOUSING CORPORATION



# Senior and Persons with Disabilities Preventative Maintenance Program

(SPDPMP)

October 2014



## NUNAVUT HOUSING CORPORATION: HOMEOWNERSHIP PROGRAMS

<b>Program</b>	Seniors and Persons with Disabilities Preventative Maintenance Program (SPDPMP)
<b>Module</b>	Program
<b>Date</b>	October 2014

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### OBJECTIVE

- The objective of the Seniors and Persons with Disabilities Preventative Maintenance Program (SPDPMP) is to assist eligible homeowners for the purpose of carrying out preventative maintenance and minor repairs on an annual basis.

### SUMMARY

- The NHC will arrange for preventative maintenance and minor repairs on behalf of eligible homeowners in order to:
  - a) ensure the client's continued safe occupancy
  - b) extend the service life of building systems
  - c) reduce the number of emergency repairs required due to lack of preventative maintenance
  - d) assist seniors and disabled persons in overcoming obstacles to continued homeownership

### ENABLING LEGISLATION

- *The Nunavut Housing Corporation Act.*

Under Section 10 (General Powers) – the NHC may:

*“Administer, manage, and maintain properties; and make grants or loans to individuals, municipalities and other corporate bodies for the purpose of acquiring, constructing or improving housing.”*

### ELIGIBLE CLIENTS

- One of the homeowners must be 60 years of age or over, or a recipient of a Disability Benefit.
- This program follows income eligibility limits as set by the Homeownership Program Income Eligibility (HPIE) numbers (See NHC VOI Guidelines)
- Applicant(s) with rental or mortgage arrears with any Local Housing Corporation in Nunavut or with the NHC, or have otherwise caused a loss to NHC, do not qualify for the program until those arrears or losses are paid in full.

*Note:* At the discretion of the District Director, this requirement may be waived, provided that the client(s) agrees in writing to a Repayment of Arrears Schedule.

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- The applicant(s) must possess title (or leasehold title) to the property.

*Note:* Existing NHC homeowner clients who do not possess leasehold title to the property, but occupy the unit under an Occupancy Agreement are eligible for the SPDPMP, provided that all other eligibility requirements are met.

### PRIORITY OF APPLICANTS

- The annual allocation of SPDPMP projects for each community is limited, based upon available funding. Eligible SPDPMP applicants will therefore be point-rated according to the selection criteria listed in the SPDPMP Priority Allocation Criteria (see Appendix I).

### VERIFICATION OF INCOME

- The applicant's income will be verified in accordance with the NHC's current Verification of Income (VOI) Guidelines for NHC Homeownership Programs.

### ELIGIBLE UNITS

- All units under the SPDPMP must have a current insurance policy in place for not less than the full replacement cost of the home.

*Note:* At the discretion of the District Director, a conditional approval may be granted to clients without a current insurance policy, provided they agree in writing to make arrangements for insurance within a specified period of time. In cases where clients are unable to obtain insurance due to the substandard condition of the house, clients should be consulted about the Home Renovation Program (HRP).

- All units approved under SPDPMP must be located within municipal boundaries in Nunavut.
- All units approved under SPDPMP must be used by the client(s) as their principal residence.

### CONTRIBUTION

- The NHC will provide on an annual basis a contribution in the form of a grant to cover the cost of materials, freight and labour, to a maximum amount of \$3,000.

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### ELIGIBLE REPAIRS

- Annual preventative maintenance, including:
  - a) servicing of forced air furnaces
  - b) servicing of oil fired hot water boilers
  - c) servicing of oil fired or electric hot water heaters
  - d) cleaning of water tanks, and servicing/adjustment of water pumps
  - e) inspection and servicing of heat recovery ventilation (HRV) equipment
  - f) inspection and testing of fire extinguishers, smoke detectors and CO alarms
  - g) Electrical inspection once every five years
- Minor repairs, including:
  - a) repairs to window and door hardware
  - b) repairs to broken window glass
  - c) repairs to dripping taps/showerheads
  - d) repairs to light fixtures and receptacles
  - e) Installation of energy efficient light bulbs
  - f) caulking
  - g) replacement of weather stripping and door sweeps
  - h) repairs to partially functional appliances, e.g. replacement of elements, knobs, and controls
  - a) inspection and/or repairs to equipment used by disabled persons, e.g. ramps, grab bars, door levers, equipment for visually or hearing impaired

### INELIGIBLE REPAIRS

- Work undertaken prior to approval of the contribution is ineligible.
- Repairs undertaken that are not part of the approved repair list are not eligible.

### MAINTENANCE STANDARDS

- All work carried out under SPDPMP must be completed in accordance with the NHC's preventative maintenance standards for public housing units.

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- Where required by law, licensed trades persons must perform the work.

### **DELIVERY METHOD**

There are three potential methods of delivering the program:

- NHC District Technical Staff will contract the work directly to private sector contractors on a community-by-community basis.
- The NHC will partner with LHOs, who will contract the work out to private sector contractors.
- In communities where there are no private sector contractors, the NHC will enter into a contract with the LHOs to use their own forces in completing the preventative and general maintenance activities as described under this program.

### **INSPECTIONS**

- NHC Technical staff will inspect the units to ensure the servicing and/or repairs have been completed in a satisfactory manner.
- During the inspection, Technical staff will make note of any additional repairs required, and will forward the information to Programs staff, who will follow up with the clients in order to initiate an application for repair assistance under one of NHC's repair programs, i.e. SCHR, HRP.

### **APPENDICES**

Appendix I – Priority Allocation Criteria



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### APPENDIX I - SPDPMP PRIORITY ALLOCATION CRITERIA

Section A - Priority of Repairs	Max Points	Points Given
Ensure continued safe occupancy	25	
Extend the service life of building systems	15	
Reduce emergency repairs	5	
Other minor repairs to support aging in place	5	
<b>Total Points from Section A</b>		

Section B - Other Criteria (one category only)	Max Points	Points Given
<b>Adjusted Income 0% - 60% of HPIE</b>	<b>30</b>	
<b>Adjusted Income &gt;60% - 80% of HPIE</b>	<b>15</b>	
<b>Adjusted Income &gt;80% - 100% of HPIE</b>	<b>5</b>	
<b>Total Points from Section B</b>		

<b>Total Points Section A and B</b>		
<b>Maximum Points:</b>	<b>80</b>	