

THE CORPORATION OF THE CITY OF BRAMPTON  
Expression of Interest: Brampton Housing Catalyst Capital Project (Phase 1)



Planning, Building & Economic Development

## EXPRESSION OF INTEREST

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**Project: Brampton Housing Catalyst Capital Project (Phase 1)**  
**Budget: \$4M**

**Deadline for Receipt of Expression of Interest Submissions:**  
2:00pm EST on June 3, 2022

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April, 2022

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## 1. GENERAL TERMS AND CONDITIONS

### Important Notice

#### Costs Borne by the Proponents

All costs and expenses incurred by proponents in any way associated with the EOI Process, including development, preparation and submission of an EOI Proposal, attendance at meetings, travel, discussions, and providing any additional information required by the City, will be borne entirely and exclusively by proponents.

#### Ownership of Proposal Documents

All documents submitted in the EOI Process become the property of the City. Such intellectual property rights of the proponent(s) or other parties, as may be clearly demonstrated by the proponent(s) to exist in the information contained in materials submitted by the proponent(s), will remain the property of the proponent(s) or those other relevant parties.

#### Right to Amend Process

The City reserves the right to amend the EOI Process set out in this document by notice emailed or otherwise in writing to proponents who have not withdrawn or been excluded from the EOI Process.

#### No Obligation

No legal or other obligation other than the terms and conditions set out in this document shall arise between a proponent(s) and the City unless and until the Memorandum of Understanding (MOU) has been signed. The City is not obliged to accept and proceed with any EOI Proposal, and no compensation will be payable to any proponent(s) whose EOI Proposal is not accepted by the City. This EOI process is not being undertaken pursuant to the City's Purchasing By-Law 19-2018. The liability of the City to any proponent for loss and damage arising in tort, including negligence or misrepresentation of any nature, or for any breach (including breach of contract) by the City in respect the EOI process shall be limited to the sum of Five Hundred Dollars (\$500.00) or the reasonable cost to the proponent of preparing its proposal, whichever is less.

#### Confidentiality

All proponents will be required to maintain confidentiality with respect to their own EOI Proposals, and should not seek details of competing proposals. Proponents must not make any public statements whatsoever in relation to their proposals. The City reserves the right to make public announcements, including to the media, once the City has formally selected shortlisted proponents.

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**Representations and Warranties**

By submitting an EOI Proposal, each proponent(s) is deemed to have agreed to be bound by and to observe all of the requirements and obligations on the part of a proponent(s) set out in this EOI. Each EOI Proposal is submitted and taken to be received on the basis that the proponent(s) represents and warrants to the City that:

- The EOI Proposal is compliant with the terms set out in the EOI Documents;
- The proponent acknowledges that the City is relying on its representation and warranty;
- In the event that the proponent's EOI proposal is held by a Court of competent jurisdiction or an arbitrator to be non-compliant with the terms set out in the EOI Documents in a proceeding or dispute commenced by another proponent (the "Claimant"), the proponent will indemnify the City for any award of damages, howsoever characterized, that are payable to the Claimant as well as for the City's actual legal expense, including all legal fees and disbursements as billed to the City;
- The proponent has the requisite authority, capability and knowledge to undertake the work as outlined in the EOI Proposal and the Documents provided to the City, including that it is fully licenced and registered to carry on business in Ontario. The proponent warrants and represents that it presently has all necessary and applicable licences and registrations;
- The proponent has the capability to obtain sufficient financial security and performance security for the activities outlined in its EOI proposal. In addition, it acknowledges it has sufficient financial resources to carry out its proposal;
- The proponent has (or will have in place) insurance coverage for the purposes of, and at the levels required to carry out its EOI proposal;
- The proponent acknowledges it is not subject to any current or impending legal action (either formal proceedings or notification of legal action) which could impact on the financial viability of the Proponent or its ability to carry out its EOI proposal.
- There are no impediments against the proponent including, but not limited to, non-competition agreements or other such arrangements;
- The proponent is not aware of nor will the Proponent conduct themselves in a manner to create an actual or perceived conflict of interest with the City and its elected officials or members of City Staff; and
- Once submitted the EOI Proposal will be open to acceptance by the City in accordance with this EOI.

**Prohibited Contacts and Lobbying Prohibition**

Except in the course of authorized negotiations or as otherwise provided herein, proponents and their respective advisors, employees or representatives shall not contact or attempt to contact, either directly or indirectly, at any time during the EOI process, any of the following persons or organisations on matters related to the EOI process, the EOI documents or proposals:

- a) Any member of the City's Selection and Advisory team;
- b) Any employee or representative of the City;
- c) The Mayor of the City of Brampton; or
- d) Any member of City of Brampton Council.

## 2. OPPORTUNITY OVERVIEW

### 2.1 Introduction

The Corporation of the City of Brampton (“City”), through its City Planning & Design Division of the Planning, Building and Economic Development Department, invites proponents to this Expression of Interest (“EOI”) for pilot projects to demonstrate new housing solutions by non-profit organisations. These Pilot Projects will provide an opportunity to test new housing typologies or partnership approaches. Funds will only be granted to a non-profit and in exchange for a purpose that Council considers to be in the interests of the municipality. The City will support project proponents to identify opportunities and barriers for their proposal; and review the type and depth of the requested incentive.

This EOI seeks interested and experienced non-profit proponents to demonstrate new housing options that align with the following:

1. Advance and align with ‘Housing Brampton’, the City’s housing strategy and action plan;
2. Propose projects that demonstrate innovative approaches to address Brampton’s critical housing needs;
3. Make the best use of the requested funding through creative solutions;
4. Advance the City of Brampton’s Term of Council Priorities and Brampton 2040 Vision, as well as direction of the upcoming new Official Plan ‘Brampton Plan’.

### 2.2 Overview of Process

This is a two stage process.

#### Stage 1:

The EOI will be advertised on the City’s official website and circulated to the development and non-profit groups. A Selection Committee will review the EOI submissions. Through the successful outcome of the EOI process, the City will shortlist proponents for detailed discussions. The EOI submission is non-binding and shortlisted proponents at this stage are not guaranteed further participation in the project.

#### Stage 2:

Individual meetings with the shortlisted proponents will be conducted to better understand the project details, including funding requirements. The proponents may be requested to submit their detailed business case and project proforma for review by the City and a final decision will be taken to provide funding to a list of selected proponents.

Depending on the results of the EOI process at Stage 1, the City, at its sole discretion, reserves the right to not proceed with Stage 2 and may instead move straight to the selection of the proponents.

### 3. BACKGROUND INFORMATION

“**Housing Brampton**”, Brampton’s comprehensive Housing Strategy and Action Plan endorsed in May, 2021, aims to improve housing affordability, add more diverse types of housing to the City’s housing stock and use innovative approaches to address housing needs.

With Brampton’s growth now shifting from greenfield development to greater intensification, the City needs to re-evaluate its housing options and prepare for a bold and creative shift in the way it approaches housing. Brampton is facing challenges with housing affordability. Housing prices are escalating at unprecedented rates. According to the latest (Jan 2022) GTA market stats from the Toronto Regional Real Estate Board (TRREB), the average sale price for all types of dwellings combined soared by 40.1 per cent over the past 12 months in 2021. Rents are also rising, with vacancy rates at 2.4 percent (2020), with 3% considered as a healthy rate. Rapidly rising housing costs have placed pressures on all households in the low and medium income ranges in Brampton. Certain household typologies in the City are experiencing significant challenges in finding suitable housing- these include persons living alone, lone parents, recent immigrants, at-risk youth, seniors and families with children.

The Vision statement of Housing Brampton below is a culmination of the input received from the various stakeholders: “Brampton will be a vibrant, inclusive and thriving city with a wide range of housing options that are affordable, diverse and innovative”. The strategy’s overarching principles to guide housing development in Brampton include reducing barriers to supply of housing, making full use of regulatory tools, incorporating equity, collaborating with the non-profit sector, advocating for the right housing, and demonstrating innovation. These principles guide the 4 focus areas or ‘Big Moves’ of the strategy, which include ‘Purpose-Built Rental Housing’, ‘Use of Public Land’, ‘Attainable Home Ownership’, and ‘Clear Housing Targets’. The 5 year implementation will include numerous policy and process changes as well as integration with other City plans.

The **Brampton Housing Catalyst Capital Project (“Catalyst Project”)** is a deliverable of Housing Brampton. It addresses two of the six principles that will guide the City’s response to housing needs; ‘Collaborate with the non-profit sector’ and ‘Demonstrate innovation’. It also addresses a number of key action items identified under the ‘Big Moves’ in the strategy. Moreover, it is a deliverable of the action item ‘A framework of incentives’.

### 4. PROPOSAL REQUIREMENTS

#### 4.1. Proposal Overview

This Expression of Interest (“EOI”) seeks to invite appropriately qualified non-profit organisations to submit their proposals to implement new housing options or partnership approaches as pilot projects in Brampton.

#### 4.2. Project Vision

The Catalyst Project aims to incentivise new housing options in the City of Brampton by providing financial supports to private non-profits that can deliver pilot projects identified in “Housing Brampton”. The intent is that these pilots will inspire others and help the City establish required

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policy and other mechanisms to facilitate continued innovation.

### **4.3. Project Objectives & Scope**

#### **Project Objectives:**

- To support housing innovation and non-profit sector in Brampton
- To support housing equity by gearing incentives specifically towards housing needs of vulnerable populations in Brampton.

#### **Project Scope:**

A total of \$4M has been earmarked for Phase 1 of the Catalyst Project. This fund may be dispersed among a pool of a maximum of 4 pilots that will be evaluated and selected based on a competitive process. The City reserves the right to allocate funding as deemed appropriate for each selected pilot.

Phase 2 of the Catalyst Project will seek funding of an additional \$4M through the 2023 budget process, pending Council approval. A separate EOI process will be implemented by the City for Phase 2 in 2023.

#### **Pilot ideas that shall be incentivised in Phase 1 are:**

##### **1) Single Room Occupancy housing (SROs)**

The SRO typology can provide affordable, purpose-built rental housing for single person households. SROs include compact individual micro units; and amenities such as communal food preparation areas are shared. SROs can be either standalone new buildings, integrated into new development, or repurposed from existing buildings. They may be operated by non-profits and community organizations. Co-living housing is a type of intentional SRO community that provides shared housing for people with similar values or intentions and could include studio type apartments on every floor, with different shared amenities available on each floor.

A pilot project for SRO's will demonstrate innovative rental approaches towards low-income single person households, specifically students, newcomers and seniors. International students are a large component of new international migration driving housing demand in Brampton. Providing safe and affordable housing to students can prevent displacement of non-student low-income tenants from the lower rent stock, where they compete with students. The pilot is intended to address rental needs for Brampton's income deciles 1 to 4.

The project can utilise modular, pre-fabricated and manufactured construction technology and could be developed in a format of either a standalone mid to high rise micro-apartment complex or as a component of a larger, mixed-use project. Co-living opportunities include shared kitchens, workspaces and amenities. If designed for a particular ethnic community or single independent seniors, design can address culture and age appropriate facilities and programming. Applicants can explore creative options such as additions to existing low rise and or underutilized institutional /commercial buildings. Partnerships with faith based and community organisations are encouraged.

##### **2) Affordable home ownership solutions**

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Creating opportunities for affordable home ownership is a 'Big Move' of Housing Brampton. Housing projects with a shared equity model are relatively uncommon in Brampton. The pilot is intended to address home ownership needs for Brampton's income deciles 3 to 6. It shall propose a unit mix that reflects Brampton's household sizes that require affordable housing at each income decile. Proposals that explore Rent (Save) to own Program as well as community land trust models will be encouraged.

Through this pilot, the City encourages access to ownership for First-Time Buyers (FTB) and marginalized people through various unique home equity models such as:

- Shared equity models with a non-profit lender holding a second "shared equity mortgage" payable at time of sale of the home;
- Land lease models that allow residents to own their home but lease the land, reducing costs;
- Rent-to-own approaches in which a portion of an occupant's rent is used to build equity, which can be used as a down payment on their current unit or another market unit in the future, make it easier for renters to get on the path towards home ownership while renting;
- Models where the equity gain is shared between the homeowner and the non-profit provider, such that the non-profit will always be able to buy the home back and sell it to another qualified buyer, thus retaining the home's affordability from one homeowner to the next.

### **3) Affordable house-scale infill housing**

The City is exploring optimization of its existing low density private dwelling stock by incenting conversions and house-scale infill in strategic locations. This includes new conversions of existing housing stock of single-detached houses to legal new housing forms such as triplexes, four-plexes, six-plexes, and other missing middle housing forms in areas with excellent transit connections, proximity to retail, amenities and institutions. The pilot shall increase density on one or contiguous multiple properties with some conditionality and ensure affordability is maintained for all or a portion of new units through mechanisms such as funding, land trusts, co-operatives or partnerships with other institutions. The pilot is intended to address ownership or rental needs for Brampton's income deciles 3 to 6.

### **4) Flexible and incremental design approaches**

Incremental and flexible housing can provide creative solutions to varying housing needs. Ideas may include flexible floor layouts that offer 'bays' that can be purchased over time to match unit size as household size increases, or condominium apartment unit layouts that include a rentable self-contained room that support mortgage payments. The City invites applicants who have experience in successfully developing such residential projects and demonstrate innovation in Brampton with a pilot project, pending legislative review. The use of modular construction technology will be a welcome addition to the pilot. The pilot is intended to address ownership or rental needs for Brampton's income deciles 2 to 6.

#### **4.4. Submission Schedule**

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The following are important dates related to the overall process:

<b>Activity</b>	<b>Date</b>
<b>Issue Date of the EOI</b>	<b>April 4, 2022</b>
Deadlines for questions	April 18 2022
Deadline for responses to questions	April 25, 2022
<b>EOI closing date</b>	<b>June 3, 2022</b>
Evaluation of submissions, proponent meetings and reports	June 6- August 6, 2022
Awards	August 15, 2022
<b>* Schedule and dates are subject to change.</b>	

#### **4.5. Submission Requirements**

The following items should be included in the complete application package:

##### **Proponent declaration and organizational capacity**

- 1) Overview of the non-profit organization and its services including brief history and years of business;
- 2) Associated partnerships and investor(s)
- 3) Overview of the proponents' team, role and responsibilities, qualifications and relevant experiences;
- 4) Resources and expertise available to fulfill EOI scope of services; and
- 5) List of key resources, including details of collaborations/partnerships required to execute the proposal

##### **Project plan and delivery approach**

A description of the proposal, including an outline of project activities, to ensure proper evaluation of the proposal. In this respect, the following shall be provided:

- 1) Description of the project proposal
- 2) Proposed innovative housing design typologies and/or partnership models considering the Objectives and Scope of the EOI as outlined in Section 4.3 and Criteria for Selection as per Section 5.2
- 3) Project plan including anticipated project timeline, work plan, and project schedule and budget
- 4) Project location, zoning and other parameters (if project site is determined)
- 5) Clear ask from the City for the amount of grant required towards the implementation of the project
- 6) Clear ask from the City for any additional support

Proponents will demonstrate:

- 1) A clear understanding of the Objectives and Scope of the EOI as outlined in Section 4.3 and Criteria for Selection as per Section 5.2 of the EOI

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**Project feasibility**

- 1) Financial viability to fund and execute the proposal with City's funding;
- 2) Demonstrated financial capacity and viability of the Proponent's design/approach;
- 3) Other private and governmental funding sources that will be pursued, and extent of each;
- 4) Clear ask from the City for the amount of grant required towards the implementation of the project;
- 5) Clear ask from the City for any additional support, and;
- 6) An outline of how the funding will be best utilized to meet the Project Scope & Criteria

**Project references**

Proponents shall provide references to previous/ongoing projects completed with similar level of innovation and complexity. Brief descriptions of the projects as well as funding supports will be included.

**Mandatory criteria**

To be considered for funding, the Selection Committee will evaluate and select proposals that meet the mandatory criteria as below. The project submission shall highlight all applicable criteria.

- 1) Project aligns with "Housing Brampton";
- 2) Project is submitted by a non-profit organisation, where no part of the income is payable to, or otherwise available for, the personal benefit of a member or shareholder thereof. And the organization has been a non-for-profit organization for at least five (5) years. The proponent acknowledges that the City may require satisfactory documentation from them to confirm that they are incorporated and operating as a not-for-profit. If the non-profit organization is partnered with a for-profit organization for the purposes of this proposal, the proponent must
  - a. provide an explanation setting out what share of the proposal would be owned by each partner. The proponent acknowledges that the City may require satisfactory documentation
  - b. from them to confirm that the non-profit would receive an ownership interest in the proposal that is equal to its contributions including any grant that it may receive as a result of the Brampton Housing Catalyst Capital Project;
- 3) Project is proposed to be managed or operated by organisations experienced for a minimum of 5 years;
- 4) Project explores innovative operating models, financing options, partnerships between all types of stakeholders (builders, agencies, levels of government), and in the design and implementation;
- 5) Project targets households that include households in need (including seniors, students, veterans, lone parent household, new immigrants, and indigenous populations);
- 6) Project meets the affordability thresholds for Brampton income deciles 1 to 6 (2021) as per the applicable project criteria in 4.3;

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- 7) Project ensures that affordability, as referenced by the affordable thresholds for Brampton for 2021 as described in this document, be maintained for a minimum of 25 years; and;
- 8) Project is located within the geographic boundary of the City of Brampton.

### **Preferred criteria**

All applications that meet the mandatory criteria will also be reviewed against the preferred criteria as below. While not required to do so, applications that meet any or all of the preferred criteria will be evaluated favourably, unless the project proposal provides an explanation of why the preferred criteria cannot be incorporated in relation to the project scope. The project submission shall highlight all applicable criteria.

- 1) Project is located within the City's Designated Nodes and Corridors as found on Schedule 1 and Schedule 1a of the City's Official Plan; or upcoming Major Transit Station Areas, and or in close proximity (400 metres radius) to services and amenities (e.g., frequent transit, schools, recreation centres, retail and other services);
- 2) Project incorporates universal accessibility features;
- 3) Project addresses culture appropriate design and spatial needs of multi-generational households; unless not applicable under selected project scope; and
- 4) Project includes modular, pre-fabricated and manufactured construction technology, wherever applicable under selected project scope.

Any additional information that would enhance the submission.

### **4.6. Submission Instructions**

1. Proposals in response to this EOI must be received before the Proposal Submission Deadline which is **Friday June 3, 2022 at 2:00 pm EST**.
2. Please use this [link](#) to submit the actual EOI proposal.
3. Late proposals will not be accepted. Proponents are solely responsible for timely delivery of their proposals.
4. Proponents are required to submit **one (1) electronic copy (PDF format) with a maximum of 30 pages, and no larger than 300 mega bytes**.
5. Contact Person – all inquiries regarding the EOI should be directed to Bindu Shah, Principal Planner/Supervisor (Growth Management and Housing) and Madhuparna Debnath, Policy Planner III, both at [BHCCP@brampton.ca](mailto:BHCCP@brampton.ca)

### **4.7. Questions and Amendments to EOI Documents**

Questions in relation to this EOI will be accepted via the following email address: [BHCCP@brampton.ca](mailto:BHCCP@brampton.ca) until the date as specified in the EOI schedule. If a question is received later than the inquiry deadline date, the City may respond, but it is not obligated to provide a response.

Any further EOI documents or amendments will be placed on the City's website. Although the City intends to provide notification to proponents by email that documents or addenda have been

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added to the site, such email notification is a courtesy only and proponents are solely responsible to ensure that they review all documents placed on the City’s website. The source of all questions will be kept confidential. The questions and the City responses will be shared with all parties via the [project page](#).

## **5. EVALUATION AND SELECTION PROCESS**

The City will establish a Selection Committee for the evaluation of EOI submissions. Committee members will not be involved directly or indirectly in the preparation of applications.

Each proposal shall be evaluated solely on its content. References to the proponents’ web page and/or any external communication material will not be considered or evaluated as part of the Proposal.

### **5.1. Criteria for Selection**

The City will review submissions for completeness based on items outlined in Section 4.5

#### **Evaluation Scoring Sheet**

<b>CRITERION</b>	<b>Max Score</b>	<b>Comments</b>
Demonstrated organizational capacity	15	
Project plan and delivery approach	20	
Project feasibility	20	
Project references	12	
Meeting mandatory criteria	25	3 points for each criteria & 1 bonus point for clarity
Meeting preferred criteria	8	

### **5.2. Requests for Clarification**

As part of the evaluation process:

- Proponents may be contacted to verify and provide clarification on the application;
- Proponents may be contacted to provide additional supporting information; and/or
- Proponents may be required to attend a meeting with members of the Selection Committee to clarify any information contained in the application.

The City may contact any one or more proponents to request clarification or further information without any obligation to contact other proponents. Additional clarification shall be provided promptly by the proponent to the City.

### **5.3 Evaluation and Selection**

Through the Evaluation and Selection process, the City shall shortlist proponents and conduct additional meetings to better understand the proposal. The City may proceed to discuss and negotiate with any number of proponents, at the same time or sequentially, at its election, until the right number of proponents are selected to allocate the funding. The City may identify a select

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group of proponents with whom the City can enter into a Memorandum of Understanding (MOU) before the funds are dispersed. It is the City’s expectation that once the funds are dispersed, the selected proponent/s shall implement the project in a timely and expeditious manner.

The City reserves the right to reject, in whole or in part, any or all proposals or elect to cancel the EOI process and not enter into discussions, negotiations or a contract with any proponent to award the funding.

**5.4 Media Release, Public Announcements, Public Disclosures**

The nature of the submitted project proposal and the contents included in the package are considered confidential and are not to be shared or reproduced. Proponents shall not publically disclose, make statements, including on social media or give media releases concerning their proposal or the EOI process, until a Memorandum of Understanding (MOU) is entered into with the City. The City reserves the right to provide media releases, public announcements, and disclosures to broadly market this EOI and subsequent processes. The City will support the pilot programs in any required development approvals processes through its innovative Concierge Program for Housing.

**6 REFERENCES**

- [Housing Brampton](#)
- [City of Brampton current Official Plan](#)
- [Brampton Official Plan Review](#)
- [Regional Housing Strategy Data Update](#)
- [City of Brampton Geohub](#)
- [Planning Viewer](#)
- [Development Applications](#)
- [Brampton Concierge Program](#)
- Affordability thresholds for Brampton’s income deciles 3 to 6 (2021):

	Ownership Housing Income Deciles and Affordability Thresholds								
Brampton, 2021	Decile 1	Decile 2	Decile 3	Decile 4	Decile 5	Decile 6	Decile 7	Decile 8	Decile 9
Projected Gross annual household income	\$36,327	\$53,607	\$69,047	\$83,867	\$99,353	\$115,696	\$135,092	\$159,830	\$199,264
Monthly income spent on housing	\$908	\$1,340	\$1,726	\$2,097	\$2,484	\$2,892	\$3,377	\$3,996	\$4,982
Maximum affordable house price	\$143,068	\$211,124	\$271,934	\$330,301	\$391,291	\$455,656	\$533,488	\$635,334	\$797,769

*Deciles include in the following in their calculations and analysis:*

- Household incomes from the 2016 census adjusted for inflation;
- 30% of before-tax monthly income towards shelter costs;
- Property taxes (local and Regional, where applicable);
- CMHC insurance premium of 4%; and
- Mortgage and principal (5% down payment, 25 year amortization, and the 4.79% mortgage rate for a conventional 5-year mortgage as reported by the Bank of Canada).

*These deciles are accurate as of March 2022. The 2021 census data from Statistics Canada will lead to an update*

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*to these thresholds (expected in Q3 2022)*

		Rental Housing Income Deciles and Affordability Thresholds								
Brampton, 2021	Decile 1	Decile 2	Decile 3	Decile 4	Decile 5	Decile 6	Decile 7	Decile 8	Decile 9	
Projected Gross annual renter household income	\$18,865	\$27,798	\$37,851	\$46,612	\$56,885	\$67,459	\$80,563	\$98,398	\$127,742	
Monthly income spent on rent	\$472	\$695	\$946	\$1,165	\$1,422	\$1,686	\$2,014	\$2,460	\$3,194	

*The deciles include in the following in their calculations and analysis:*

- *Household incomes for renters from the 2016 census adjusted for inflation; and*
- *30% of before-tax monthly income towards shelter costs.*

*These deciles are accurate as of March 2022. The 2021 census data from Statistics Canada will lead to an update to these thresholds (expected in Q3 2022)*