

Pre-Development Funding for Non-Market Housing Grant Program

Program Overview

Port Coquitlam is proud to announce the launch of its Pre-Development Funding (PDF) Grant Program, to help fast-track the creation of non-market, affordable rental homes in the community. This aligns with Council's priority to advocate for increased affordable housing and supports delivery of a key type of housing need as identified in the City's Housing Needs Report.

This new program provides early-stage financial support to non-profit housing providers giving them the boost needed to advance promising projects to a stage where they can successfully secure senior-government funding and other investment opportunities. The funding will support the critical groundwork that brings projects closer to construction, including design, due diligence, site readiness, early engineering, and other essential pre-development activities.

At a time when funding is increasingly competitive, Port Coquitlam's PDF Program is stepping in to take proactive action to accelerate the delivery of much-needed affordable homes and strengthen partnerships with the non-profit housing sector.

The City initiated the PDF Grant Program with funding from the Canada Mortgage and Housing Corporation (CMHC) through the Housing Accelerator Fund (HAF).

Purpose of the Program

The PDF Grant Program is intended to:

- Stimulate the next wave of affordable housing in Port Coquitlam
- Support non-profit housing developers in preparing strong, competitive applications for provincial and federal funding
- Help ready viable projects for future development in alignment with the City's Housing Needs Report and community priorities

Available Funding

The City initiated the PDF Grant Program with funding from CMHC through the HAF. Council has allocated up to \$300,000 in total funding for the PDF Grant Program.

- Total Program Funding: \$300,000
- Funding is awarded through a competitive application process

Who Can Apply

To be eligible, applicants must:

- Be a non-government, registered non-profit organization
- Be the long-term operator of the proposed housing
- Be proposing affordable rental housing
- Have secured a site in the City of Port Coquitlam (ownership, long-term lease, or conditional agreement)
- Have a preliminary project concept in place (e.g., early design, massing study, development intent)

Eligible Project Priorities

Projects must support affordable rental housing and align with at least one of the following priorities:

- Income Groups
 - Low-income, median-income, or moderate-income households
- Priority Populations
 - Working individuals
 - Youth
 - Seniors
 - Single-parent families
 - Other priority groups identified in the City's Housing Needs Report
- Family-Friendly Housing
 - Projects with a large proportion of family-sized units may receive higher scoring
- Geographic Distribution
 - To encourage equitable access to housing, projects outside the downtown core may receive higher scoring

What the Funding Can Support

PDF funding can be used for early-stage project work such as:

- Site assessments & due diligence
- Environmental or geotechnical studies
- Early architectural or design work
- Planning, zoning, or feasibility analysis
- Community or stakeholder engagement
- Pre-development project coordination
- Construction costs are not eligible

Key Considerations for Applicants

- PDF funding will cover only a portion of pre-development costs.
- Most projects will require senior government funding or lending to proceed to construction.

- Funding through the PDF Grant Program does not guarantee that a project will receive an approved development permit or building permit.

Risk Mitigation and Applicant Readiness

The PDF Grant Program prioritizes organizations that:

- Have secured a site, either through ownership or long-term lease
- Have a realistic project concept
- Are positioned to act quickly when future provincial or federal funding becomes available

How Applications Are Reviewed

Applications will undergo a structured evaluation process that considers:

- Alignment with eligibility and priority criteria
- Readiness and feasibility of the project
- Strength of the applicant's track record in Port Coquitlam
- Potential to advance affordable rental housing in Port Coquitlam
- Geographic distribution and community impact

All funding decisions will be made by a Port Coquitlam City Council resolution. Applicants who are not selected will be notified.

Application Process

Step 1: Review the Program Guide

Ensure your organization and project meet eligibility requirements.

Step 2: Prepare Application Materials

You will need to provide:

- Organization details and proof of non-profit status
- Description of proposed housing project
- Evidence of site control
- Preliminary project concept (drawings, massing, feasibility, unit makeup, etc.)
- Project rationale and alignment with priorities
- Budget for pre-development work and anticipated funding sources
- Timeline for project activities

Step 3: Submit Your Application

Applications will be accepted during open intake periods. Submission instructions and deadlines will be posted on this webpage. Send application packages to planning@portcoquitlam.ca

Step 4: Evaluation & Notification

Applications will be reviewed using a competitive evaluation process. All applicants will be informed of the outcome.

Step 5: After Receiving Funding

Successful applicants must:

- Enter into a funding agreement with the City
- Use funds only for approved pre-development activities
- Provide updates or reporting as required
- Notify the City of any changes that impact project feasibility or timelines

Contact Information

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