



Algoma
PUBLIC HEALTH
Santé publique Algoma

BOARD OF HEALTH FINANCE AND AUDIT COMMITTEE MEETING

FEBRUARY 8, 2017

Prince Meeting Room, 3rd Floor

www.algomapublichealth.com



February 8, 2017 - Finance and Audit Committee Meeting Book

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a. Wednesday, April 12, 2017

14. Adjournment

**ALGOMA PUBLIC HEALTH
BOARD OF HEALTH FINANCE AND AUDIT COMMITTEE
FEBRUARY 8, 2017 @ 4:00 – 5:30 P.M.
PRINCE MEETING ROOM, 3RD FLOOR
A*G*E*N*D*A**

- 1) Meeting Called to Order Mr. Ian Frazier, Chair
- 2) Declaration of Conflict of Interest Mr. Ian Frazier, Chair
- 3) Adoption of Agenda Items Mr. Ian Frazier, Chair
RESOLUTION:
THAT the agenda items for the Finance and Audit Committee meeting dated February 8, 2017 be adopted as circulated.
- 4) Adoption of Minutes Mr. Ian Frazier, Chair
RESOLUTION:
THAT the minutes for the Finance and Audit Committee meeting dated November 9, 2017 be adopted as circulated.
- 5) Presentation/Delegation – Pat Policicchio, Broker Link Mr. Ian Frazier, Chair
a. Agency Insurance Policy
- 6) Financial Statements Mr. Justin Pino, CFO
a. Draft Financial Statements for the Period ending December 31, 2016
RESOLUTION:
THAT the Finance and Audit Committee recommends and put forth to the Board of Health the draft financial statements for the period ending December 31, 2016 for approval.
- b. Supportive Housing Budgets
i. Mental Health and Addictions Housing
ii. Transformation Supportive Housing
RESOLUTION:
THAT the Finance and Audit Committee recommends and put forth to the Board of Health the Mental Health and Addictions Housing Program Budget and the Transformation Supportive Housing Program Budget for approval.
- 7) Business Arising from Minutes: Mr. Justin Pino, CFO
a. Building Assessment Update
- 8) New Business/General Business: None
- 9) Addendum
- 10) In-Committee: Mr. Ian Frazier, Chair

- a. Approval of In-Committee Minutes dated November 9, 2016
- b. Security of the property of the municipality or local board

11) Open Meeting:

Mr. Ian Frazier, Chair

12) Items Identified to be brought forth to the Board

13) Next Meeting: Wednesday, April 12, 2017

Mr. Ian Frazier, Chair

14) That The Meeting Adjourn

Mr. Ian Frazier, Chair

RESOLUTION:

THAT the meeting of the Finance and Audit Committee adjourns.

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Casualty

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
General Liability (Occurrence Form) <i>Broad Definition of Insured</i>	5,000	10,000,000 Per Claim No Aggregate
Malpractice Liability (Occurrence)	5,000	Included
Forest Fire Expense	Nil	1,000,000 1,000,000 Aggregate
Errors & Omissions Liability (Claims Made Form) Retroactive Date February 14, 1986	5,000	10,000,000 Aggregate
Directors' & Officers' Liability (Claims Made Form)	5,000	5,000,000 Aggregate
Additional Limit of Liability – Insuring Agreement A (Personal Insurance) only		1,000,000 Aggregate
Non-Owned Automobile Liability		10,000,000
Legal Liability for Damage to Hired Automobiles	500	50,000

ON REVISION:
← Revised from
+ 3m to
+ 5m

Crime

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Employee Dishonesty –Form A (Commercial Blanket Bond)		100,000
Loss Inside the Premises (Broad Form Money & Securities)		10,000
Loss Outside the Premises (Broad Form Money & Securities)		10,000
Audit Expense		100,000
Money Orders and Counterfeit Paper Currency		100,000
Forgery or Alteration (Depositors Forgery)		100,000

Accident

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Board Members : Persons Insured Eleven Board Members		
Board Members Accidental Death & Dismemberment		250,000
Paralysis		500,000
Weekly Income – Total Disability		500
Weekly Income – Partial Disability		300
Accidental Death of a Spouse While Travelling on Business		Included

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Legal Expense

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Legal Defence Cost		100,000 250,000 Aggregate

Property

Coverage Description	(\$) Deductibles	Basis	(\$) Limit of Insurance
Property of Every Description - Blanket	5,000	RC	27,684,500
Valuable Papers	5,000		250,000
Accounts Receivable	5,000		250,000
Extra Expense	5,000		1,000,000
Media	5,000		250,000
Data Processing			
System & Equipment	5,000		720,000
Extra Expense	5,000		200,000
Flood	\$ 25,000		Included
(\$) Total Amount of Insurance			30,334,500
RC = Replacement Cost ACV = Actual Cash Value VAL = Valued The Deductible is on a Per Occurrence Basis			

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

Equipment Breakdown (TechAdvantage)

Coverage Description	(\$) Deductibles / Waiting Period	(\$) Limit of Insurance
Direct Damage	5,000	25,000,000 Per Accident
Extra Expense	24 Hours	250,000
Spoilage	10% of los or \$ 14,000,000	50,000
Expediting Expense		Included
Hazardous Substances		250,000
Ammonia Contamination		250,000
Water Damage		250,000
Professional Fees		250,000
Civil Authority or Denial of Access		30 days
Errors and Omissions		250,000
Data Restoration		50,000
By-Law Cover		Included
Off Premises Transportable Object		10,000
Brands and Labels		100,000
Green Coverage		50,000
Environmental Efficiency *Will not show on Declarations Page		Up to 150% of Loss
Anchor Locations		Included
Contingent Business Interruption		Excluded
Public Relations Coverage		Excluded

Schedule of Coverage

(Coverage is provided for those item(s) indicated below)

R/S: 2016 CHEV SILVERADO

Owned Automobile

Coverage Description	(\$) Deductibles	(\$) Limit of Insurance
Liability		
Bodily Injury and Property Damage		10,000,000
Accident Benefits		As stated in Section 4 of the Policy
Uninsured Automobile		As stated in Section 5 of the Policy
Direct Compensation – Property Damage		
*This policy contains a partial payment of recovery clause for property damage if a deductible is specified for direct compensation-property damage.		
Loss or Damage**		
Specified Perils (excluding Collision or Upset)		
Comprehensive (excluding Collision or Upset)		
Collision or Upset		
All Perils	1,000	Included
Endorsements		
#20 - Coverage for Transportation Endorsement		1,200/Occ

**Algoma Public Health
(Unaudited) Financial Statements December 31, 2016**

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Algoma Public Health
Statement of Operations
December 2016
(Unaudited)

	Actual YTD 2016	Budget YTD 2016	Variance Act. to Bgt. 2016	Annual Budget 2016	Variance % Act. to Bgt. 2016	YTD Actual/ YTD Budget 2016
Public Health Programs						
Revenue						
Municipal Levy - Public Health	\$ 3,399,791	\$ 3,399,791	\$ (0)	\$ 3,399,791	0%	100%
Provincial Grants - Public Health 75% Prov. Funded	7,309,200	7,309,200	0	7,309,200	0%	100%
Provincial Grants - Public Health 100% Prov. Funded	2,647,523	2,652,500	(4,977)	2,652,500	0%	100%
Fees, other grants and recovery of expenditures	725,927	824,204	(98,277)	824,204	-12%	88%
Provincial Grants - Funding for Prior Yr Expenses	194,800	55,800	139,000	194,800		
Total Public Health Revenue	\$ 14,277,241	\$ 14,241,495	\$ 35,746	\$ 14,380,495	0%	100%
Expenditures						
Public Health 75% Prov. Funded Programs	\$ 11,159,030	\$ 11,533,195	\$ 374,165	\$ 11,533,195	-3%	97%
Public Health 100% Prov. Funded Programs	2,642,737	2,708,300	65,563	2,708,300	-2%	98%
Total Public Health Programs Expenditures	\$ 13,801,767	\$ 14,241,495	\$ 439,728	\$ 14,241,495	-3%	97%
Excess of Rev. over Exp. 75% Prov. Funded	\$ 275,888	\$ (0)	\$ 275,888	\$ (0)		
Excess of Rev. over Exp. 100% Prov. Funded	4,786	(55,800)	60,586	(55,800)		
Provincial Grants for Prior Yr Expenses	194,800	55,800	139,000	194,800		
Total Rev. over Exp. Public Health	\$ 475,474	\$ (0)	\$ 475,474	\$ 139,000		

Public Health Programs - Fiscal 16/17

Provincial Grants	\$ 107,622	60,290	(47,332)	143,500
Expenditures	49,685	49,140	545	143,500
Excess of Rev. over Fiscal Funded	57,937	11,150	46,787	-

Community Health Programs

Calendar Programs						
Revenue						
Provincial Grants - Community Health	\$ 1,068,011	\$ 1,068,011	\$ (0)	\$ 1,068,011	0%	100%
Municipal, Federal, and Other Funding	266,543	266,455	88	266,455	0%	100%
Dental Benefits Ontario Works Recoveries	304,598		304,598			
Total Community Health Revenue	\$ 1,639,151	\$ 1,334,466	\$ 304,685	\$ 1,334,466	23%	123%
Expenditures						
Healthy Babies and Children	\$ 1,040,313	\$ 1,068,011	\$ 27,698	\$ 1,068,011	-3%	97%
Child Benefits Ontario Works	24,223	24,135	(88)	24,135	0%	100%
Dental Benefits Ontario Works	296,837		(296,837)			
Algoma CADAP programs	214,500	242,320	27,820	242,320	-11%	89%
Total Calendar Community Health Programs	\$ 1,576,873	\$ 1,334,466	\$ (241,407)	\$ 1,334,466	18%	118%
Total Rev. over Exp. Calendar Community Health	\$ 63,279	\$ 0	\$ 63,279	\$ 0		

Fiscal Programs

Revenue						
Provincial Grants - Community Health	\$ 4,135,542	\$ 4,206,724	\$ (71,182)	\$ 5,617,599	-2%	98%
Municipal, Federal, and Other Funding	614,469	578,293	36,176	800,253	6%	106%
Other Bill for Service Programs	34,114		34,114			
Total Community Health Revenue	\$ 4,784,125	\$ 4,785,017	\$ (892)	\$ 6,417,852	0%	100%
Expenditures						
Northern Ontario Fruit & Vegetable Program	73,262	90,407	\$ 17,145	117,400	-19%	81%
Brighter Futures for Children	77,511	84,820	7,309	114,447	-9%	91%
Infant Development	467,888	473,951	6,063	631,935	-1%	99%
Preschool Speech and Languages	452,864	460,692	7,828	614,256	-2%	98%
Nurse Practitioner	91,309	93,365	2,056	127,753	-2%	98%
Genetics Counseling	281,678	284,105	2,426	378,806	-1%	99%
Community Mental Health	2,466,837	2,546,474	79,637	3,426,098	-3%	97%
Community Alcohol and Drug Assessment	524,063	511,618	(12,445)	682,157	2%	102%
Healthy Kids Community Challenge	160,450	162,442	1,991	225,000	-1%	99%
Stay on Your Feet	69,187	75,000	5,813	100,000	-8%	92%
Bill for Service Programs	35,951	-	(35,951)	-		
Misc Fiscal	0	-	-	-		
Total Fiscal Community Health Programs	\$ 4,701,001	\$ 4,782,872	\$ 81,871	\$ 6,417,853	-2%	98%
Total Rev. over Exp. Fiscal Community Health	\$ 83,124	\$ 2,145	\$ 80,980	\$ (1)		

Explanations will be provided for variances of 15% and \$15,000 occurring in the first 6 months
and variances of 10% and \$10,000 occurring in the final 6 months

**Algoma Public Health
Revenue Statement
For the Twelve Months Ending December 31, 2016
(Unaudited)**

	Actual YTD 2016	Budget YTD 2016	Variance Bgt. to Act. 2016	Annual Budget 2016	Variance % Act. to Bgt. 2016	YTD Actual/ YTD Budget 2016	Comparison Prior Year:		
							YTD Actual 2015	YTD BGT 2015	Variance 2015
Levies Sault Ste Marie	2,362,846	2,362,846	0	2,362,846	0%	100%	2,301,476	1,969,458	332,018
Levies Sault Ste Marie Capital	0	0	0	0	0%	0%	0	293,620	(293,620)
Levies Vector Borne Disease and Safe Water	59,433	59,433	0	59,433	0%	100%	0	66,463	(66,463)
Levies District	977,512	977,512	0	977,512	0%	100%	961,875	804,427	157,448
Levies District Capital	0	0	0	0	0%	0%	0	119,929	(119,929)
Total Levies	3,399,791	3,399,791	0	3,399,791	0%	100%	3,263,351	3,253,897	9,454
MOH Public Health Funding	7,130,900	7,130,900	0	7,130,900	0%	100%	7,519,386	7,519,100	286
MOH Funding Vector Borne Disease	108,700	108,700	0	108,700	0%	100%	98,261	108,700	(10,439)
MOH One Time Funding Dental Health	0	0	0	0	0%	0%	34,000	34,000	0
MOH Funding Safe Water	69,600	69,600	0	69,600	0%	100%	43,992	69,600	(25,608)
Total Public Health 75% Prov. Funded	7,309,200	7,309,200	0	7,309,200	0%	100%	7,695,639	7,731,400	(35,761)
MOH One Needle Exchange	50,700	50,700	0	50,700	0%	100%	49,200	50,700	(1,500)
MOH Funding Haines Food Safety	24,600	24,600	0	24,600	0%	100%	18,740	24,600	(5,860)
MOH Funding C/NOT/Healthy Smiles	769,900	769,900	0	769,900	0%	100%	377,748	410,600	(32,852)
MOH Funding - Social Determinants of Health	180,500	180,500	(0)	180,500	0%	100%	180,500	180,500	(0)
MOH Funding Chief Nursing Officer	121,500	121,500	0	121,500	0%	100%	121,500	121,500	0
MOH Enhanced Funding Safe Water	15,500	15,500	0	15,500	0%	100%	15,500	15,500	(0)
MOH Funding Unorganized	515,100	515,100	0	515,100	0%	100%	500,300	500,300	(0)
MOH Funding Infection Control	312,400	312,400	0	312,400	0%	100%	276,239	312,400	(36,161)
MOH Funding Diabetes	60,000	60,000	0	60,000	0%	100%			
Funding Ontario Tobacco Strategy	428,623	433,600	(4,977)	433,600	-1%	99%	407,768	417,600	(9,832)
One Time Funding	168,700	168,700	0	168,700	0%				
Total Public Health 100% Prov. Funded	2,647,523	2,652,500	(4,977)	2,652,500	0%	100%	1,947,495	2,033,700	(86,205)
Funding for Prior Yr Expenses	194,800	55,800	139,000	55,800		349%			
Recoveries from Programs	27,309	10,061	17,248	10,061	171%	271%	10,083	10,061	22
Program Fees	229,289	247,143	(17,854)	247,143	-7%	93%	222,369	247,143	(24,774)
Land Control Fees	127,290	160,000	(32,710)	160,000	-20%	80%	169,115	160,000	9,115
Program Fees Immunization	195,244	160,000	35,244	160,000	22%	122%	236,090	160,000	76,090
HPV Vaccine Program	12,427	10,000	2,427	10,000	24%	124%	6,103	10,000	(3,897)
Influenza Program	38,635	60,000	(21,365)	60,000	-36%	64%	40,145	60,000	(19,855)
Meningococcal C Program	7,888	10,000	(2,112)	10,000	-21%	79%	8,067	10,000	(1,933)
Interest Revenue	11,274	2,000	9,274	2,000	464%	564%	16,614	2,000	14,614
Other Revenues	76,571	165,000	(88,429)	165,000	-54%	46%	515,833	165,000	350,833
Funding Holding	0	0	0	0	0%	0%	0	0	0
Total Fees, Other Grants and Recoveries	725,928	824,204	(98,276)	824,204	-12%	88%	1,224,418	824,204	400,214
Total Public Health Revenue Annual	\$ 14,277,242	\$ 14,241,495	\$ 35,747	\$ 14,241,495	0%	100%	\$ 14,130,904	\$ 13,843,201	\$ 287,703
Public Health Fiscal									
Panorama	55,944	29,840	26,104	74,600		75%	119,834	0	119,834
Rabies Software	21,672	14,450	7,222	28,900		75%			
Smoke Free Ontario NRT	22,500	12,000	10,500	30,000		75%			
Practicum	7,506	4,000	3,506	10,000		75%			
First Nations Initiative -One Time	0	0	0	0		0%	76,511	0	76,511
Total Provincial Grants Fiscal	\$ 107,622	\$ 60,290	\$ 47,332	\$ 143,500		76%	\$ 196,345	\$ -	\$ 196,345

Explanations will be provided for variances of 15% and \$15,000 occurring in the first 6 months and variances of 10% and \$10,000 occurring in the final 6 months

Algoma Public Health
Expense Statement- Public Health

For the Twelve Months Ending December 31, 2016
(Unaudited)

	Actual YTD 2016	Budget YTD 2016	Variance Act. to Bgt. 2016	Annual Budget 2016	Variance % Act. to Bgt. 2016	YTD Actual/ YTD Budget 2016	Comparison Prior Year:		
							YTD Actual 2015	YTD BGT 2015	Variance 2015
Salaries & Wages	\$ 7,895,272	\$ 8,392,979	497,707	\$ 8,392,979	-6%	94%	\$ 7,829,252	\$ 8,103,927	\$ 274,675
Benefits	1,824,174	2,093,629	269,455	2,093,629	-13%	87%	1,862,219	2,030,047	167,828
Travel - Car Allowances	0	0	-			0%	39,664	61,960	22,296
Travel - Mileage	116,045	145,695	29,651	147,784	-20%	79%	138,966	125,447	(13,519)
Travel - Other	76,142	95,301	19,160	95,301	-20%	80%	60,358	126,308	65,950
Program	805,772	583,252	(222,520)	579,202	38%	139%	1,156,125	711,175	(444,951)
Office	132,163	92,750	(39,413)	92,750	42%	142%	116,767	131,950	15,183
Computer Services	1,012,423	861,936	(150,487)	861,936	17%	117%	877,653	769,729	(107,924)
Telephone Charges	11,933	39,750	27,817	39,750	-70%	30%	38,648	48,263	9,615
Telecommunications	294,251	180,903	(113,347)	181,233	63%	162%	191,657	171,028	(20,629)
Program Promotion	108,900	227,454	118,554	229,085	-52%	48%	130,085	211,583	81,498
Facilities Expenses	813,781	821,424	7,643	821,424	-1%	99%	747,328	759,102	11,774
Fees & Insurance	379,475	391,305	11,830	391,305	-3%	97%	307,171	279,490	(27,681)
Debt Management	425,665	456,000	30,335	456,000	-7%	93%	456,378	456,000	(378)
Recoveries	(94,227)	(140,883)	(46,656)	(140,883)	-33%	67%	(89,833)	(142,808)	(52,975)
	\$ 13,801,766	\$ 14,241,495	\$ 439,729	\$ 14,241,495	-3%	97%	\$ 13,862,438	\$ 13,843,201	\$ (19,237)

	<u>Current YTD</u>	<u>2015</u>	<u>Total</u>	<u>Total Budget</u>	<u>Total % Spent</u>
Elliot Lake Renovations	403,200	277,890	681,090	724,960	94%

Explanations will be provided for variances of 15% and \$15,000 occurring in the first 6 months and variances of 10% and \$10,000 occurring in the final 6 months

Notes to Financial Statements – December 2016

Reporting Period

The December 2016 financial reports include twelve months of financial results for Public Health and the following calendar programs; Healthy Babies & Children, Child & Dental Benefits Ontario Works, and Algoma CADAP programs. All other programs are reporting nine month results from operations year ended March 2017.

Statement of Operations (see page 1)

Summary – Public Health and Non Public Health Programs

As of December 31st, 2016, Public Health programs reported a \$475k positive variance.

Total Public Health Revenues indicate a positive \$36k variance. Fees, Other Grants & Recoveries indicate a negative \$98k variance. In an effort to balance the budget, recognition of \$165k deferred revenue was planned for 2016. Management determined this was not required which impacted the negative variance related to Other Revenues. HST recoveries helped to offset this negative variance. Further offsetting this negative variance was the \$139k positive variance associated with Provincial Grants – Funding from prior years. This is associated with 2015 approved and settled one-time funding requests related to the Interim CEO Position and New Purpose-Built Vaccine Refrigerators.

There is a positive variance of \$440k related to Total Public Health Expenses being less than budgeted. The \$498k positive variance associated with Salary & Wages drove this positive variance. This is a result of vacant positions which were gapped in 2016. Management posted for a part-time clerical in Wawa and a full-time Manger of Human Resources. In addition, the MOH position which was vacant in 2016 contributed to the noted variance. In 2017, the size of the salary and wages positive variance should reduce. The Board of Health approved the purchase of IT network servers in November 2016. The IT server purchase was made in December 2016 and helped to reduce the size of the positive variance.

Community Health Calendar programs are reporting a \$63k positive variance.

On the revenue side, \$305k positive variance is associated with Dental Benefits Ontario Works as these funds were not originally budgeted. This is being offset by the corresponding \$297k negative variance related to expenses within the Dental Benefits Ontario Works program that have also not been budgeted. This represents an agreement between APH and Ontario Works where Ontario Works Compensates APH for Dental Service administration. Costs incurred are absorbed by the Revenues received.

On the expense side, a \$28k positive variance is associated with the Algoma CADAP programs. APH Management was anticipating a surplus related to Algoma CADAP programs.

Community Health Fiscal programs are operating within budget.

Notes Continued...

On the Expense side, the Northern Ontario Fruit & Vegetable Program is indicating a positive variance as a result of timing of expenditures not yet incurred. This is due to funding being postponed as a result of forthcoming changes with regards to the designated funding agency within the Ministry. As the year progresses, it is anticipated that all Community Health Fiscal programs will be within budget.

Public Health Revenue (see page 2 for details)

Public Health funding revenues show a positive \$36k variance.

The municipal levies were within budget.

Provincial Funding Grants were within budget.

There is a negative variance of \$98k associated with Fees, Other Grants & Recoveries. In an effort to balance the budget, recognition of \$165k deferred revenue was planned for 2016. Management determined this was not required which impacted the negative \$88k variance related to Other Revenues. Most Program fee revenues were less than budgeted as well. The positive variance associated with Recoveries from Programs as a result of HST recoveries helped to offset this negative variance. In addition, the positive \$35k variance associated with Program Fees Immunization helped to offset this negative variance.

Public Health Expenses (see page 3)

Benefits

Benefits indicate a positive variance of \$269k. The two vacant positions which were gapped for most of the year and the MOH position which was vacant in 2016 contributed to the positive variance noted. APH has posted for a part-time clerical position in Wawa and for a Manager of Human Resources. The MOH/CEO position has been filled. These actions should help to reduce the positive Benefits variance with regards to the 2017 Operating Budget.

Travel (Mileage, Other)

Travel (Mileage) shows a positive \$30k variance. Travel (Other) shows a positive \$19k variance. The 2017 Operating Budget has been revised to more accurately reflect actual travel expenses.

Program

Program expense indicates a negative \$223k variance. The purchased services for the Acting MOH and Associate MOH roles drove the noted variance. The positive variance associated with Salary & Wages helped to offset the added purchased service expenses. In addition, actual program material and supplies in the Sexual Health and VPD programs were greater than what was budgeted. The budget was reduced in 2016 but has been revised to more accurately reflect actual costs incurred in 2017.

Notes Continued...

Office

Office expense indicates a negative \$39k variance. This is a result of Xerox expenses being budgeted in Facilities and Maintenance expenses and being charged to Office Expense. Management has revised the 2017 Operating Budget to ensure Xerox expenses are budgeted and charged to Office expense.

Computer Services

Computer Services shows a negative variance of \$150k. Contributing to this negative variance was the Cisco phone contract which was budgeted in Computer Services but charged to Telecommunications. Management has revised the 2017 Operating Budget to ensure the Cisco phone contract expenses are budgeted and charged to Telecommunications. The Board of Health approved the purchase of IT servers which was made in December 2016 and contributed to this negative variance.

Telephone Charges

Telephone Charges indicate a positive variance of \$28k. This is a result of Management's decision to change cell phone providers.

Telecommunications

Telecommunications indicates a negative variance of \$113k. This is a result of the Cisco phone contract being budgeted in Computer Services but charged to Telecommunications. Management has revised the 2017 budget to ensure the Cisco phone contract expenses are budgeted and charged to Telecommunications. In addition, upgraded network technology related to APH's new Elliot Lake offices contributed to this negative variance.

Program Promotion

Program Promotion shows a positive variance of \$119k. This is a result of budgeted Media dollars aligned to general agency needs that have historically been unspent. Revisions to the budgeted Program Promotion figure have been implemented in the 2017 APH Operating Budget.

Recoveries

Recoveries are indicating a negative variance of \$47k. This is a result of recoveries being less than budgeted. Revisions to the budgeted Recoveries figure have been implemented in the 2017 Operating Budget.

Non Public Health Programs Revenue and Expenses (see page 1)

All Non Public Health Programs are operating without budget issues.

Notes Continued...

Financial Position - Balance Sheet (see page 7)

Our cash flow position continues to be stable and the bank has been reconciled as of December 31st, 2016. Cash includes \$324k in short-term investments.

Long-term debt of \$5.846 million is held by TD Bank @ 1.95% for a 60 month term (amortization period of 180 months) and matures on September 1, 2021. \$341k of the loan relates to the financing of the Elliot Lake office renovations with the balance related to the financing of the 294 Willow Avenue facility located in Sault Ste. Marie.

There are no collection concerns for accounts receivable.

NOTE:

Year-end Balance Sheet Figures have not been completed as of December 31st, 2016. The Final Balance Sheet will be available with the completion of Audited Financial Statements.

Algoma Public Health
Statement of Financial Position
(Unaudited)

Date: As of December 2016	December 2016	December 2015
Assets		
Current		
Cash & Investments	\$ 2,145,562	\$ 2,368,709
Accounts Receivable	487,802	658,510
Receivable from Municipalities	9,159	5,134
Receivable from Province of Ontario		
<i>Subtotal Current Assets</i>	2,642,522	3,032,353
Financial Liabilities:		
Accounts Payable & Accrued Liabilities	1,435,751	1,490,132
Payable to Gov't of Ont/Municipalities	129,111	641,766
Deferred Revenue	761,358	664,615
Employee Future Benefit Obligations	2,453,960	2,453,960
Capital Lease Obligation	0	107,264
Term Loan	6,173,490	6,173,490
<i>Subtotal Current Liabilities</i>	10,953,671	11,531,227
Net Debt	-8,311,148	-8,498,874
Non-Financial Assets:		
Building	22,732,421	22,732,421
Furniture & Fixtures	1,914,772	1,914,772
Leasehold Improvements	1,169,635	1,169,635
IT	3,029,040	3,029,040
Automobile	40,113	40,113
Accumulated Depreciation	-6,880,999	-6,880,999
<i>Subtotal Non-Financial Assets</i>	22,004,981	22,004,981
Accumulated Surplus	13,693,833	13,506,107

Ministry of Health and Long-Term Care
Strategic Policy and Planning Division
Mental Health and Addictions Branch
80 Grosvenor Street, 8th Floor
Toronto ON M7A 1R3
Telephone: (416) 212-9651

Ministère de la Santé et
des Soins de longue
durée



MENTAL HEALTH & ADDICTIONS HOUSING PROGRAMS

Budget Forms

CONTENTS OF PACKAGE:

COVER PAGE 1: IDENTIFICATION

**SCHEDULE A : HOMELESSNESS PHASE I & II -
FOR CAPITAL PROJECTS**

**SCHEDULE B : HOMELESSNESS PHASE I & II -
OPERATING COSTS FOR CAPITAL PROJECTS**

**SCHEDULE C : RENT SUPPLEMENT PROGRAMS -
HEAD LEASE & REFERRAL AGREEMENTS**

**SCHEDULE D: LISTING OF UNITS IN AHP AND
IAH PROGRAM BUILDINGS**

Ministry of Health and Long-Term Care
 Strategic Policy and Planning Division
 Mental Health and Addictions Branch
 80 Grosvenor Street, 8th Floor
 Toronto ON M7A 1R3
 Telephone: (416) 212-9651

Ministère de la Santé et des Soins de longue durée



MENTAL HEALTH & ADDICTIONS HOUSING PROGRAM BUDGET

IDENTIFICATION Page 1

Corporation name
 Algoma Public Health - Ministry Program Number 1536

Year ended
 31-Mar-18

	# Units Occupied	# Clients
MH Rent Supp	65	
Service Enhancement	40	
MH & A Strategy	8	
Addictions	15	

Corporation address	Mailing address
Algoma Public Health 294 Willow Ave Sault Ste Marie, ON PB6 0A9	Algoma Public Health 294 Willow Ave Sault Ste Marie, ON PB6 0A9

Program Contact	Position	Telephone number	e-mail address
Jan Metheany	Program Manager	705-759-3935	jmetheany@algomapublichealth.com
Finance Contact	Position	Telephone number	e-mail address
Justin Pino	Chief Financial Officer	705-942-4646 ext. 5232	jpino@algomapublichealth.com
Board Chair/President	Position	Telephone number	e-mail address
Lee Mason		705-759-5421	lmason@algomapublichealth.com
	Position	Telephone number	e-mail address
Dr. Marlene Spruyt	MOH/CEO	705-759-5421	mspruyt@algomapublichealth.com
		Facsimile	705-759-2105

MANAGEMENT DECLARATION BY BOARD OF DIRECTORS
 I declare that, to the best of my knowledge and belief, the information provided in this Mental Health Housing Programs Budget accurately reflects the budget approved by the corporation's Board of Directors.

Signature	Name	Board Position	Date
Signature	Name	Board Position	Date

Instructions

(1) This form should be used by Agencies which administer Homelessness Phase I and Phase II Capital Projects, and the following Rent Supplement Programs : Homelessness Phase I and Phase II, Service Enhancements Phase I and Phase II, Mental Health Program 750, Mental Health Program 500 & Addictions.

(2) The Management Declaration must be signed by **two members of the Board of Directors** on behalf of the Board.

SCHEDULE A: CAPITAL PURCHASES AND CAPITAL RESERVE FUND (TO BE COMPLETED FOR CAPITAL PROJECTS UNDER THE HOMELESSNESS INITIATIVE)

Capital Projects:		
1 Project address	Total No. of Units	Dollar amount of Capital reserve (based on \$200 per unit)
<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 50%; height: 25px;" type="text"/>	0
2 Project address	Total No. of Units	Dollar amount of Capital reserve (based on \$200 per unit)
<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 50%; height: 25px;" type="text"/>	0
3 Project address	Total No. of Units	Dollar amount of Capital reserve (based on \$200 per unit)
<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 50%; height: 25px;" type="text"/>	0
4 Project address	Total No. of Units	Dollar amount of Capital reserve (based on \$200 per unit)
<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 50%; height: 25px;" type="text"/>	0
5 Project address	Total No. of Units	Dollar amount of Capital reserve (based on \$200 per unit)
<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 50%; height: 25px;" type="text"/>	0
6 Project address	Total No. of Units	Dollar amount of Capital reserve (based on \$200 per unit)
<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 50%; height: 25px;" type="text"/>	0
7 Project address	Total No. of Units	Dollar amount of Capital reserve (based on \$200 per unit)
<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 50%; height: 25px;" type="text"/>	0
8 Project address	Total No. of Units	Dollar amount of Capital reserve (based on \$200 per unit)
<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 50%; height: 25px;" type="text"/>	0
Summary	Grand Total No. of Units	Total base CRA\$
<input style="width: 95%; height: 25px;" type="text"/>	<input style="width: 50%; height: 25px;" type="text"/>	0
Total subsidy		0

Shaded boxes are formulated. Please do not input any data in these boxes

**SCHEDULE B: OPERATING COSTS FOR CAPITAL PURCHASES
(TO BE COMPLETED FOR CAPITAL PROJECTS UNDER THE HOMELESSNESS INITIATIVE)**

* Project address:		
OPERATING COSTS:		
Maintenance salaries, wages and benefits		0
Maintenance materials and services		0
Utilities :		
Electricity		
Fuel		
Water and Sewage		
	Total Utilities	0
Administrative Overhead		0
Insurance		0
Municipal Taxes		0
Other		0
TOTAL OPERATING COSTS		0
REVENUE:		
Rental Revenue	<div style="display: flex; align-items: center; gap: 10px;"> <div style="border: 1px solid black; width: 50px; height: 25px; background-color: #e0e0e0;"></div> x <div style="border: 1px solid black; width: 50px; height: 25px; background-color: #e0e0e0;"></div> x 12 mos </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> # of Units Rent </div>	0
Less: Vacancy Loss		
Net Rental Revenue		0
Other		0
TOTAL REVENUE		0
SHELTER SURPLUS/ (DEFICIT)		0
* Please prepare one Schedule B for each project's address.		

Shaded boxes are formulated. Please do not input any data in these boxes

SCHEDULE C: RENT SUPPLEMENT - HEAD LEASE AND REFERRAL AGREEMENTS

Agency name
Algoma Public health

Mental Health Rent Supplement Initiative	# Units	65
(Homelessness Ph I & II and	# Units	
MH & A Strategy New 1000 Units	# Units	

Service Enhancements	# Units	40
Additions	# Units	

(use a separate sheet for a) the Additions initiative & b) MH & A Strategy)

Rent Supplement :

Address of Project:	Unit Type	Headlease/Referral (H)/(R)	No. of Units (A)	No. of Months (B)	Monthly Market Rent (C)	Total Market Rent (D)=(AxBxC)	Monthly Rent Revenue (E)	Total Rent Revenue (F)=(AxBxE)	Total Vacancy Loss (G)	Total Rent Subsidy (H)=(D-F+G)	Utilities (I)
203-138 Kohler Street	R		1	12	\$616.00	7,392	\$479.00	5,748	\$0.00	1,644	N/A
8-102 Breton Road	R		1	12	\$666.00	6,792	\$479.00	5,748	\$0.00	1,044	N/A
210A Cathcart St	R		1	12	\$700.00	8,400	\$479.00	5,748	\$0.00	2,652	N/A
306-807 Trunk Road	R		1	12	\$663.00	7,956	\$479.00	5,748	\$0.00	2,208	N/A
25-903 Queen St E	R		1	12	\$698.00	8,376	\$479.00	5,748	\$0.00	2,628	N/A
410-275 Albert St E	R		1	12	\$814.00	9,768	\$479.00	5,748	\$0.00	4,020	N/A
2-770 Wellington Street East	R		1	12	\$648.00	7,776	\$479.00	5,748	\$0.00	2,028	N/A
1-50 Boehmer Blvd	R		1	12	\$545.00	6,540	\$479.00	5,748	\$0.00	792	N/A
1-220 Pilgrim St	R		1	12	\$600.00	7,200	\$479.00	5,748	\$0.00	1,452	N/A
2-571 MacDonald Ave	R		1	12	\$683.00	8,196	\$749.00	8,988	\$0.00	(792)	N/A
1046 Peoples Rd	R		1	12	\$795.00	9,540	\$479.00	5,748	\$0.00	3,792	N/A
336 Third Avenue, Upper Level	R		1	12	\$650.00	7,800	\$479.00	5,748	\$0.00	2,052	N/A
5-642 Wellington St E	H		1	12	\$400.00	4,800	\$0.00		\$0.00	4,800	N/A
401-138 Kohler Street	R		1	12	\$628.00	7,512	\$479.00	5,748	\$0.00	1,764	N/A
312-126 Kohler Street	R		1	12	\$667.00	8,004	\$479.00	5,748	\$0.00	2,256	N/A
3-55 Lewis Rd	R		1	12	\$850.00	10,200	\$479.00	5,748	\$0.00	4,452	N/A
104-108 Allard Street	R		1	12	\$701.91	8,423	\$479.00	5,748	\$0.00	2,675	N/A
103-138 Kohler Street	R		1	12	\$806.00	7,272	\$479.00	5,748	\$0.00	1,524	N/A
11 Arbor Drive	R		1	12	\$600.00	7,200	\$479.00	5,748	\$0.00	1,452	N/A
11-549 Cathcart St	R		1	12	\$550.00	6,600	\$479.00	5,748	\$0.00	852	N/A
201-79 Washington Cr	R		1	12	\$612.00	7,344	\$479.00	5,748	\$0.00	1,596	N/A
17-102 Breton Road	R		1	12	\$569.00	6,828	\$479.00	5,748	\$0.00	1,080	N/A

301-138 Kohler Street	R		1	12	\$620.00	7,440	\$479.00	5,748	\$0.00	1,892	N/A
1-212 St Georges Ave	R		1	12	\$631.55	7,579	\$479.00	5,748	\$0.00	1,831	N/A
5-212 St Georges Ave W	R		1	12	\$610.00	7,320	\$479.00	5,748	\$0.00	1,572	N/A
180 Elgin St	R		1	12	\$704.00	8,448	\$479.00	5,748	\$0.00	2,700	N/A
106-20 Albion St	R		1	12	\$700.00	8,400	\$479.00	5,748	\$0.00	2,652	N/A
289 Wellington St W	R		1	12	\$800.00	9,600	\$479.00	5,748	\$0.00	3,852	N/A
G11-379 Lake Street	R		1	12	\$688.96	8,268	\$479.00	5,748	\$0.00	2,520	N/A
9-A 141 Front St	R		1	12	\$700.00	8,400	\$479.00	5,748	\$0.00	2,652	N/A
2 Third Avenue	R		1	12	\$800.00	7,200	\$501.00	6,012	\$0.00	1,188	N/A
101-126 Kohler Street	R		1	12	\$661.00	7,932	\$479.00	5,748	\$0.00	2,184	N/A
510-100 James Street	R		1	12	\$628.00	7,548	\$479.00	5,748	\$0.00	1,800	N/A
406-126 Kohler Street	R		1	12	\$675.00	8,100	\$479.00	5,748	\$0.00	2,352	N/A
2-70 Wellington St W	R		1	12	\$700.00	8,400	\$479.00	5,748	\$0.00	2,652	N/A
204-619 Wellington St E	R		1	12	\$489.00	5,868	\$479.00	5,748	\$0.00	120	N/A
407-94 Allard Street	R		1	12	\$738.49	8,882	\$479.00	5,748	\$0.00	3,134	N/A
3-27 Tower St	R		1	12	\$633.00	7,596	\$479.00	5,748	\$0.00	1,848	N/A
1 Dyke Street	R		2	12	\$750.00	18,000	\$479.00	11,496	\$0.00	6,504	N/A
16-11 Mississauga Ave	R		1	12	\$700.00	8,400	\$479.00	5,748	\$0.00	2,652	N/A
3-634 Wellington St E	R		1	12	\$850.00	7,800	\$406.50	4,878	\$0.00	2,922	N/A
201-138 Kohler Street	R		1	12	\$618.00	7,416	\$479.00	5,748	\$0.00	1,668	N/A
144-780 Great Northern Road	R		1	12	\$1547.56	18,571	\$917.41	11,009	\$0.00	7,562	N/A
3-58 Wellington St W	R		1	12	\$695.00	8,340	\$479.00	5,748	\$0.00	2,592	N/A
1-70 Wellington St E	R		1	12	\$625.00	7,500	\$479.00	5,748	\$0.00	1,752	N/A
109-352B Dacey Road	R		1	12	\$869.85	10,438	\$524.00	6,268	\$0.00	4,150	N/A
205-27 Terry Fox Place	R		1	12	\$796.70	9,560	\$556.04	6,672	\$0.00	2,888	N/A
408-126 Kohler Street	R		1	12	\$675.00	8,100	\$479.00	5,748	\$0.00	2,352	N/A
620 Pine St - Basement	R		1	12	\$700.00	8,400	\$479.00	5,748	\$0.00	2,652	N/A
205-126 Kohler Street	R		1	12	\$677.00	8,124	\$479.00	5,748	\$0.00	2,376	N/A
205-1048 Peoples Road	R		1	12	\$575.99	6,912	\$479.00	5,748	\$0.00	1,164	N/A
G13-379 Lake Street	R		1	12	\$610.07	7,321	\$479.00	5,748	\$0.00	1,573	N/A
1-482 Second Line West	R		1	12	\$595.00	7,140	\$479.00	5,748	\$0.00	1,392	N/A
204-880 Wellington St E	R		1	12	\$700.00	8,400	\$479.00	5,748	\$0.00	2,652	N/A
21-110 Breton Rd	R		1	12	\$549.25	6,591	\$479.00	5,748	\$0.00	843	N/A
311 North St	R		2	12	\$645.00	15,480	\$479.00	11,496	\$0.00	3,984	N/A
1-19 Mackay St	R		1	12	\$600.00	7,200	\$479.00	5,748	\$0.00	1,452	N/A
72 Churchill Blvd	R		1	12	\$604.42	7,253	\$479.00	5,748	\$0.00	1,505	N/A
6-21 Ferguson Ave	R		1	12	\$586.00	7,032	\$479.00	5,748	\$0.00	1,284	N/A

207-370 Lake	R		1	12	\$758.58	9,103	\$479.00	5,748	\$0.00	3,355	N/A
506 Placid Ave - Basement	R		1	12	\$650.00	7,800	\$479.00	5,748	\$0.00	2,052	N/A
1-161 Carufel Ave	R		1	12	\$714.00	8,568	\$479.00	5,748	\$0.00	2,820	N/A
206-99 Cambridge Place	R		1	12	\$880.00	10,560	\$529.00	6,348	\$0.00	4,212	N/A
Totals:			65		\$42512.33	\$526887.96	\$30527.95	\$377831.40	\$0.00	\$149056.56	N/A
549 Cathcart Street	R		1	12	\$800.00	9,600	\$479.00	5,748	\$0.00	3,852	N/A
206-790 Great Northern Road	R		1	12	\$1658.88	19,907	\$978.30	11,740	\$0.00	8,167	N/A
2-37 Hughes St	R		1	12	\$516.08	6,193	\$479.00	5,748	\$0.00	445	N/A
7 Trailer Park	R		1	12	\$800.00	9,600	\$479.00	5,748	\$0.00	3,852	N/A
642 Wellington Street East	H		2	12	\$400.00	9,600	\$0.00	0	\$0.00	9,600	N/A
508 Kelly Creek Rd	R		1	12	\$600.00	7,200	\$479.00	5,748	\$0.00	1,452	N/A
2-527 Farewell Terrace	R		1	12	\$650.00	7,800	\$479.00	5,748	\$0.00	2,052	N/A
4-248 Wellington St W	R		1	12	\$660.00	7,920	\$479.00	5,748	\$0.00	2,172	N/A
3-67 Mackey St	R		1	12	\$600.00	7,200	\$479.00	5,748	\$0.00	1,452	N/A
38-161 Elgin St	R		1	12	\$625.00	6,300	\$479.00	5,748	\$0.00	652	N/A
1-3 Queen St E - Rear A	R		1	12	\$750.00	9,000	\$479.00	5,748	\$0.00	3,252	N/A
21 Ferguson Ave	R		3	12	\$579.00	20,844	\$479.00	17,244	\$0.00	3,600	N/A
2 Wood St	R		1	12	\$700.00	8,400	\$479.00	5,748	\$0.00	2,652	N/A
208-627 MacDonald Ave	R		1	12	\$645.55	7,747	\$479.00	5,748	\$0.00	1,999	N/A
859 Trunk Road	R		1	12	\$650.00	7,800	\$479.00	5,748	\$0.00	2,052	N/A
10-5 Huntington Park	R		1	12	\$661.00	7,932	\$479.00	5,748	\$0.00	2,184	N/A
180 Elgin St	R		2	12	\$495.63	11,895	\$479.00	11,496	\$0.00	399	N/A
102-536A Goulais Avenue	R		1	12	\$637.50	7,650	\$479.00	5,748	\$0.00	1,902	N/A
408-94 Allard Street	R		1	12	\$801.31	9,616	\$479.00	5,748	\$0.00	3,868	N/A
311-27 Terry Fox Place	R		1	12	\$863.48	10,362	\$492.48	5,910	\$0.00	4,452	N/A
312-149 Mississauga Avenue	R		1	12	\$672.00	6,864	\$479.00	5,748	\$0.00	1,116	N/A
2-113 Edmonds Avenue	R		1	12	\$700.00	8,400	\$479.00	5,748	\$0.00	2,652	N/A
1-183 Brook St	R		1	12	\$750.00	9,000	\$479.00	5,748	\$0.00	3,252	N/A
2-518 Queen St E	R		1	12	\$560.00	6,720	\$489.00	5,868	\$0.00	852	N/A
309-23 Terry Fox Place	R		1	12	\$640.89	7,691	\$479.00	5,748	\$0.00	1,943	N/A
314-352A Dacey Road	R		1	12	\$605.77	7,269	\$479.00	5,748	\$0.00	1,521	N/A
315 & 316 23 Terry Fox Place	R		2	12	\$876.24	21,030	\$529.00	12,696	\$0.00	8,334	N/A
413-365 Lake Street	R		1	12	\$678.76	8,145	\$479.00	5,748	\$0.00	2,397	N/A
180 Elgin St	R		1	12	\$614.00	7,368	\$474.00	5,688	\$0.00	1,680	N/A

26-903 Queen Street East	R		1	12	\$564.00	7,128	\$479.00	5,748	\$0.00	1,380	N/A
306-108 Allard St	R		1	12	\$609.33	8,032	\$479.00	5,748	\$0.00	2,284	N/A
201-108 Allard St	R		1	12	\$826.67	9,920	\$479.00	5,748	\$0.00	4,172	N/A
6-102 Breton Road	R		1	12	\$775.00	9,300	\$479.00	5,748	\$0.00	3,552	N/A
203-126 Kohler Street	R		1	12	\$533.00	6,396	\$479.00	5,748	\$0.00	648	N/A
209-126 Kohler St	R		1	12	\$991.00	7,932	\$479.00	5,748	\$0.00	2,184	N/A
Totals:			40		\$24050.11	\$323759.76	\$16853.78	\$225837.36	\$0.00	\$97922.40	\$0.00
		Totals	105		\$66,562	\$850,648	\$47,382	\$603,669	\$0	\$246,979	\$0.00

TOTAL FUNDING (H + I)

246,979

<u>Other Eligible Costs **</u>		\$	
Bed bug remedial expense		221	
Unit maintenance/repairs			
Last month's rent			
etc.			
Rekeying \$221			
Total		221	221

Grand Total

247,200

Shaded boxes are formulated. Please do not input any data in these boxes

** Provide details of the amounts budgeted

C. Head Lease Total	\$247,200
D. Additions Total	\$48,900
E. MH & A Strategy Total	\$30,800
APH Rent Sup Total	\$326,900



SCHEDULE C: RENT SUPPLEMENT - HEAD LEASE AND REFERRAL AGREEMENTS

Agency name Algoma Public health	Mental Health Rent Supplement Initiative <input type="text"/> # Units	Service Enhancements <input type="text"/> # Units
	MH & A Strategy New 1000 Units <input type="text"/> # Units	Addictions <input type="text"/> # Units

(use a separate sheet for a) the Addictions initiative & b) MH & A Strategy)

Rent Supplement :

Address of Project:	Unit Type	Headlease/Referral (H)/(R)	No. of Units (A)	No. of Months (B)	Monthly Market Rent (C)	Total Market Rent (D)=(AxBxC)	Monthly Rent Revenue (E)	Total Rent Revenue (F)=(AxBxE)	Total Vacancy Loss (G)	Total Rent Subsidy (H)=(D-F+G)	Utilities (I)
103 Albert Street East, Upstairs	R		1	12	\$725.00	8,700	\$479.00	5,748	\$0.00	2,952	N/A
2-737 McKenzie Ave	R		1	12	\$750.00	9,000	\$552.00	6,624	\$0.00	2,376	N/A
594 Northland Road	R		2	12	\$800.00	19,200	\$479.00	11,496	\$0.00	7,704	N/A
1099 Queen St E	R		1	12	\$1200.00	14,400	\$900.00	10,800	\$0.00	3,600	N/A
138 East St	R		1	12	\$675.00	8,100	\$479.00	5,748	\$0.00	2,352	N/A
32-1547 Trunk Road	R		1	12	\$1100.00	13,200	\$800.00	9,600	\$0.00	3,600	N/A
6-41 Edinburgh St	R		1	12	\$750.00	9,000	\$479.00	5,748	\$0.00	3,252	N/A
16-118 Breton Road	R		1	12	\$750.00	9,000	\$376.00	4,512	\$0.00	4,488	N/A
B-14 Park Street	R		1	12	\$950.00	11,400	\$753.00	9,036	\$0.00	2,364	N/A
88 Pilgrim Street (Upstairs)	R		1	12	\$600.00	7,200	\$376.00	4,512	\$0.00	2,688	N/A
144 Albert St W	R		1	12	\$750.00	9,000	\$479.00	5,748	\$0.00	3,252	N/A
1-181 James Street	R		1	12	\$599.00	7,188	\$479.00	5,748	\$0.00	1,440	N/A

410 Pin Street	R		1	12	\$500.00	6,000	\$376.00	4,512	\$0.00	1,488	N/A
7 Queen St E - Rear B	R		1	12	\$750.00	9,000	\$476.00	5,748	\$0.00	3,252	N/A
		Totals	15		\$10,899	\$140,388	\$7,486	\$95,580	\$0	\$44,808	\$0

TOTAL FUNDING (H + I)

44,808

<u>Other Eligible Costs **</u>		\$	
Bed bug remedial expense		4092	
Unit maintenance/repairs			
Last month's rent			
etc.			
Last Months rent \$4092			
Total		4092	4092

Grand Total

48,900

Shaded boxes are formulated. Please do not input any data in these boxes

** Provide details of the amounts budgeted



SCHEDULE C: RENT SUPPLEMENT - HEAD LEASE AND REFERRAL AGREEMENTS

Agency name
Algoma Public health

Mental Health Rent Supplement Initiative

Service Enhancements

(Homelessness Ph I & II and MH & A Strategy New 1000 Units)

MH & A Strategy New 1000 Units

Addictions

(use a separate sheet for a) the Addictions initiative & b) MH & A Strategy)

Rent Supplement :

Address of Project:	Unit Type	Headlease/Referral (H)/(R)	No. of Units (A)	No. of Months (B)	Monthly Market Rent (C)	Total Market Rent (D)=(AxBxC)	Monthly Rent Revenue (E)	Total Rent Revenue (F)=(AxBxE)	Total Vacancy Loss (G)	Total Rent Subsidy (H)=(D-F+G)	Utilities (I)
3-198 Missoua Rd	R		1	12	\$750.00	9,000	\$479.00	5,748	\$0.00	3,252	N/A
16-118 Breton Road	R		1	12	\$750.00	9,000	\$378.00	4,512	\$0.00	4,488	N/A
410 Pim Street	R		1	12	\$500.00	6,000	\$378.00	4,512	\$0.00	1,488	N/A
32-1547 Trunk Road	R		1	12	\$1100.00	13,200	\$800.00	9,600	\$0.00	3,600	N/A
1099 Queen St E	R		1	12	\$1200.00	14,400	\$900.00	10,800	\$0.00	3,600	N/A
108 Allard St	R		2	12	\$826.67	19,840	\$479.00	11,496	\$0.00	8,344	N/A
1-5 First Ave	R		1	12	\$800.00	9,600	\$479.00	5,748	\$0.00	3,852	N/A
Totals			8		\$5,927	\$81,040	\$3,889	\$52,416	\$0	\$28,624	\$0

TOTAL FUNDING (H + I)

Other Eligible Costs **		\$		
Bed bug remedial expense		2176		
Unit maintenance/repairs				
Last month's rent				
etc.				
Last Months Rent \$2176				
Total		2176		2176

Grand Total **30,800**

Shaded boxes are formulated. Please do not input any data in these boxes

** Provide details of the amounts budgeted

Schedule D: Units Located Within Affordable Housing Program (AHP) Buildings, Investment in Affordable Housing (IAH) Buildings, Non-Profit/Social Housing Market Units

Unit Number and Address of Project	Unit Type (ie. bachelor)	# of Occupants	Program (AHP,IAH,NP, SH)

Ministry of Health and Long-Term Care
Strategic Policy and Planning Division
Mental Health and Addictions Branch
80 Grosvenor Street, 8th Floor
Toronto ON M7A 1R3

Ministère de la Santé et des
Soins de longue durée



Telephone: (416) 212-9651

Transformation Supportive Housing

CONTENTS OF PACKAGE:

PAGE 1: IDENTIFICATION

PAGE 2: OPERATING COSTS

PAGE 3: ADDRESSES *(for projects with scattered units)*

PAGE 4: LISTING OF UNITS IN AHP AND
IAH PROGRAM BUILDINGS

Ministry of Health and Long-Term
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Strategic Policy and Planning
Division
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durée



TRANSFORMATION SUPPORTIVE HOUSING PROGRAM BUDGET

IDENTIFICATION

Page 1

Corporation name
Algoma Public Health - Ministry Program Number 1536

Year ended
31-Mar-18

Corporation address	Mailing address
Algoma Public Health 294 Willow Ave Sault Ste Marie, ON PB6 0A9	Algoma Public Health 294 Willow Ave Sault Ste Marie, ON PB6 0A9

Program Contact	Position	Telephone number	e-mail address
Jan Metheny	Program Manager	705-759-3935	jmetheny@algomapublichealth.com
Finance Contact	Position	Telephone number	e-mail address
Justin Pino	Chief Financial Officer	705-942-4646 ext. 5232	jpino@algomapublichealth.com
Board Chair/President	Position	Telephone number	e-mail address
Lee Mason		705-759-5421	lmason@algomapublichealth.com
Executive Director/CEO	Position	Telephone number	e-mail address
Dr. Marlene Spruyt	MOH/CEO	705-759-5421	mspruyt@algomapublichealth.com
Facsimile			705-759-2105

MANAGEMENT DECLARATION BY BOARD OF DIRECTORS

I declare that, to the best of my knowledge and belief, the information provided in this Transformation Supportive Housing Programs Budget accurately reflects the budget approved by the corporation's Board of Directors.

Signature	Name	Board Position	Date

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Instructions

- (1) This form should be used by Agencies which administer Transformation Supportive Housing Programs.
- (2) The Management Declaration must be signed by two members of the Board of Directors on behalf of the Board.

BASE OPERATING COSTS FOR TRANSFORMATION SUPPORTIVE HOUSING

(One budget must be submitted for each project)

Project's address:		258 Kingsford Rd, Sault Ste Marie, ON P6C 2W1
(fill in the attached schedule for a project with scattered units)		
OPERATING COSTS:		
Housing Related Costs		
Rent For Housing Units/Head Lease Expense		21,600
Maintenance - Salaries, Materials and Contracted Services		3,568
Utilities :		
Electricity		
Fuel		
Water and Sewage		
Total Utilities		0
Other Costs		
Total Housing Related Costs		25,168
Support Related Costs		
Staff Salaries and Benefits		121,920
Administration Costs		2,000
Food Costs		21,000
Tenant Personal Needs, Tenant Travel, Tenant Recreation		8,000
Other Costs Cable-phone - Internet		2,400
Total Support Related Costs		155,320
TOTAL OPERATING COSTS		180,488
REVENUE:		
Rental Revenue	6 # of Units 479 Rent x 12 mos	34,488
Less: Vacancy Loss		
Net Rental Revenue		34,488
Other Revenue Food		18,000
Ministry Subsidy		128,000
TOTAL REVENUE		180,488
SHELTER SURPLUS/ (DEFICIT)		0

Shaded boxes are formulated. Please do not input any data in these boxes

Address of Scattered Units:	Units	Unit Type	
Total Units			

Schedule D: Units Located Within Affordable Housing Program (AHP) Buildings, Investment in Affordable Housing (IAH) Buildings, Non-Profit/Social Housing Market Units

Unit Number and Address of Project	Unit Type (ie. bachelor)	# of Occupants	Program (AHP,IAH,NP,SH)