



Planning and Development
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City of Victoria DCC Grant Policy

Application and Intent

The program will provide grants to reduce the Development Cost Charges (DCCs) for affordable housing providers thereby supporting construction of new non-profit affordable rental housing.¹ The DCC Grants will cover residential DCCs owed to the City of Victoria for eligible non-profit housing providers.

This policy describes the management of the DCC Grant program, outlining eligibility and administration of the grants. The program looks to provide certainty for non-profit housing providers to reduce costs associated with the Building Permit application process.

The DCC grant program is administered by the Planning and Development Department.

Maximum Grant Funding

Grants may be provided to non-governmental non-profit housing providers up to a maximum of 100 per cent of the total residential DCCs owing to the City for the proposed non-market rental housing project and associated housing units.

The amount of funding provided per project will be determined based on the number of eligible housing units that are proposed and the applicable residential DCC rates.

Eligibility Criteria

To be eligible for the grant funding, affordable rental projects must be located within the City of Victoria and must meet the following requirements:

- Applicants must be a non-government non-profit organization that delivers affordable housing for very low, low, median or moderate-income households.
- Applicants must demonstrate that they will be the long-term operator of the proposed housing.
- Applicants must have submitted a complete development permit application.

Applications must demonstrate alignment with at least one of the following affordable rental housing priorities:

- Projects targeting housing for very low, low, median or moderate-income households.
- Projects targeting youth, seniors, single-parent families, or other equity-seeking groups and individuals facing barriers based on factors such as race, gender or ability.
 - Examples include Indigenous people, newcomers, members of the 2SLGBTQIA+ community, racialized people, persons with disabilities, and unhoused people.
- Projects for individuals who are either experiencing homelessness or are at risk.
- Projects that are targeting family-friendly units (three-bedroom or greater).
- Projects that exceed accessibility requirements of the BC Building Code.

¹For the purposes of this Policy, non-profit affordable rental housing could also include housing cooperatives where residents pay a monthly charge to a non-government non-profit housing cooperative pursuant to the Cooperative Association Act. Housing cooperatives would also be expected to meet other key eligibility criteria under the Policy.



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Application Process

DCC Grant applications must be submitted to the Planning and Development Department at the time of or following a Development Permit application submission. The Planning and Development Department will review applications in the order they are received and confirm that the applicant and associated project is eligible to receive a DCC grant.

Applications that align with the eligibility criteria, where the applicant demonstrates that they are an established non-profit affordable housing provider with a project that advances key City housing priorities, will be reviewed by Planning and Development staff with the Director of Planning and Development providing final approval.

The approval will be confirmed through a comfort letter disclosing the authorized DCC grant amount that will be provided to the applicant after the application receives the following: introductory bylaw readings, preliminary approval by Victoria City Council or completion of staff technical review, if subject to a Delegated Development Permit approvals process.

Consideration of each application for funding is contingent on there being a reasonable expectation that the eligible housing units will be under construction within two years of approval. Where a development is being phased, each distinct phase will be treated as a separate application.

Authorized DCC grant amounts will be subject to available funds. If dwellings authorized for funding under this policy do not reach the building permit stage within two years of the funding being authorized, a carryover request for up to an additional two years can be made to Planning and Development staff and will be evaluated based on available funds.

At the time of building permit issuance, the authorized funding will be applied as a credit from the total residential Development Cost Charge levies payable to the City. To receive the credit at the time of building permit issuance the affordable housing provider must provide the comfort letter from the Director of Planning and Development confirming DCC grant approval.

Application Requirements

1. Application form confirming key project and applicant information.
2. Brief letter that summarizes how the project aligns with eligibility and project priorities described in the City of Victoria DCC Grant Policy.
3. The most recent annual report prepared by the non-profit organization outlining affordable housing activities, operations and governance.

For additional information please contact, Housing@victoria.ca