

Request for Lease Proposals for Church-owned Houses at 1630 or 1636 Salisbury

GCBC council is accepting proposals for leasing the two houses that it owns adjacent to the church building. For almost two decades, these houses have been leased to Salisbury Community Society who have supported community housing in these buildings. As Salisbury Community Society will be focusing on fostering community in the Co:Here housing project, they have made the decision to turn the lease for these two houses back over to the church. After a period when the houses will undergo renovations, the church will be making the houses available for lease. Below you will find both a timeline and description of the process of application as well as parameters that all proposals must meet in order to qualify for leasing the houses.

Description of the houses

Polka Dot house--The main floor has two bedrooms on the north side of the house and a hallway leading to an eat-in kitchen on the east side. There is a bathroom in the southeast corner and another bedroom and living/sitting room on the south side. The access to the basement is from the north side of the kitchen and leads to a bedroom on the west side of the house, as well as two small bedrooms facing the church. A bathroom, large storage area, and laundry facilities are at the east side under the kitchen.

The Ranch--The main floor has nice wood flooring and is quite open with a large living/eating area on the south side, a smallish kitchen on the north side, and laundry facilities at the back (east) where stairs lead down to the backyard. The second level has three bedrooms, a balcony, and a bathroom; the top level has two bedrooms and bathroom. The basement has three small bedrooms, a sitting area, and a bathroom that are not suitable for bedrooms but can be used for storage, office space, or other uses.

There will be an open house to view the houses in person on July 16th from 1-4 p.m.

Timeline / Process:

1. June 11th - request for proposals is released and placed on the church website with links from the Co:Here and Salisbury websites.
2. July 16 - open house for viewing both houses.
2. **September 16th** - proposals due.
3. **Saturday September 30th** - interview candidates for the lease
4. October 5th - Recommendations made to October council meeting and council makes the final decision.
5. October 17 - candidates who submit an accepted proposal are informed of the decision. If one of those candidates decides not to follow through with their proposal, another candidate will be asked.
6. October 30th - candidates whose proposals are not chosen are informed of this decision.
7. January 1st - earliest possible date of occupancy. More precise dates will be known by September.

Parameters for Proposals

1. Rent Parameters

The rent for the houses will be as follows:

1630 Salsbury - \$3000/month

1636 - \$2400/month

- The utilities will be in addition to this amount.
- The rent will increase by the CHMC rental rates each year (approximately 3%).
- The leaseholder (one individual) will be responsible for the payment of the rent each month.

2. The leaseholder will have a track record that demonstrates a good possibility that the proposal will be sustainable in a variety of ways:

a. Financially

- the leaseholder will have a proven track record of ability to pay

b. Three year minimum suggested but the lease renewed annually

- priority given to proposals that have at least a three year plan

c. Demonstrated leadership and experience to sustain the vision

3. Clear vision and purpose connected to church's vision

- State how this vision connect or contribute to the church's wider mission
- State how this house will be a welcoming and transformational presence in the neighbourhood.

4. Landlord / Tenant relationships.

Clear expectations between the group and the church as landlords and tenants

a. State your expectations of the church

b. Understanding the church's expectations for you which are as follows:

- it is the responsibility of the residents to pursue outside help if there is unresolved conflict.
- a representative from the church council and pastoral staff will have an annual meeting with the house to review their project. The leaseholder will provide an annual report to the church.
- pastors and/or council will seek to meet with the house once every six months to provide resourcing and support.
- the residents will maintain the house and yard.
- responsibility for repairs will be divided in the following way

Send your proposal by September 16th via e-mail to:

admin@gcbchurch.ca

Address your e-mail to ***The Review Committee for House Proposals***

* Include breakdown of responsibilities

Any questions can be directed to:

Tim Dickau (tim@gcbchurch.ca)

Johanna Suttor Doerksen (jsuttordoerksen@gmail.com)

Carmen de Haan Johns (cpdehaan@gmail.com)